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# TOWN OF ARLINGTON



ANNUAL REPORT  
2010





TOWN OF ARLINGTON  
MASSACHUSETTS  
2010 ANNUAL REPORT

BOARD OF SELECTMEN

DIANE M. MAHON, CHAIRMAN  
ANNIE LACOURT, VICE CHAIRMAN  
KEVIN F. GREELEY  
JOHN W. HURD  
CLARISSA ROWE

TOWN MANAGER  
BRIAN F. SULLIVAN



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Town Manager		Arlington Historical Commission	
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## Credits and Acknowledgements

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## BOARD OF SELECTMEN

The Board of Selectmen is pleased to submit to the residents of Arlington our annual report for 2010. The Board is composed of five elected individuals who set policy and oversee the management of the municipal functions of local government.

Upon his successful re-election campaign, Kevin Greeley returned to the Board of Selectmen. Mr. Greeley also is the senior member of the Board, having been first elected in 1989, and is currently serving his 8th term of office. Mr. Greeley also brings his strong communications skills in his service as a Selectman.



Board of Selectmen  
(l-r) Clerissa Rowe, John W. Hurd, Annie LeCourt, Vice Chairmen,  
Kevin F. Greeley, and Diene Mahon, Chairman

## Financial Overview

Under the leadership of the Board of Selectmen, Town Manager, and Finance Committee, along with the efforts and contributions of many other Town leaders, the Board continued its commitment to the residents of the Town outlined in the 5-year Financial Plan and being able to operate under those parameters into a 6th year. The Town has remained strong throughout 2010 and continues with a AAA bond rating, which allows the Town to borrow money at a greater reduced rate than many other cities and towns. Chair Diane M. Mahon continued the practice of scheduling and organizing the Budget & Revenue Task Force (BRTF) meetings, which collectively consists of financial leaders from the Board of Selectmen, Town Manager and Deputy Town Manager, Finance Committee, School Committee, Treasurer, Department Heads, Board of Assessors, State Legislators, and all Town residents. The group met over the course of the year to begin to strategize how to address the looming budget crisis facing Arlington due, in part, to the fact that shrinking revenues coming into the Town cannot keep up with growing costs of services, many of those services already cut to the bare bone. The BRTS has evaluated and examined all Town and School services to prioritize what needs must be met. This work continues throughout the spring of 2011, with discussion

of a possible override and/or Pay-As-You-Throw (PAYT) program, as well as continual conversations with our employees and retirees around possible healthcare cost savings.

## Town Day Celebration

The year's Arlington Town Day continued on with its proud tradition and continued success. Once again, resident and vendor participation was at an all-time high. Residents were treated to the many highlights of Town Day Weekend activities. Again, the Town Day Committee was grateful for the strong community participation that has become well-known as a source for Arlington's strong and thriving spirit. The Board would like to extend its thanks and congratulations to the Town Day Committee, and especially the Co-chairs, Marie Krepelka and Kathleen Darcy. The Board also wants to extend the same thanks to the many businesses and tireless volunteers whose loyalty, dedication and hard work made this celebration the success again. All Town Day activities are privately funded and this event continues without any Town funding.

## DPW Director John Bean Retires

After a stellar four-year service as DPW Director, Arlington resident John Bean announced his retirement. Mr. Bean brought his long-time experience as DPW Director in Greenfield to Arlington for a total of 37 years dedicated to public works for all of Arlington's residents and businesses. The Board wants to thank John for the great strides in customer service which he made his number one priority from the first day on the job to the very last. John oversaw the transfer and renovation of Arlington's DPW administrative offices from Town Hall to its current location on Grove Street. During John's years with Arlington, he was largely responsible for the implementation of updated internal construction standards for street work, made updates to the street permit process, upgrades to the water system emergency response plan, dealing efficiently with the many, many, many storm events during the winter, as well as many other accomplishments. The Board wishes John nothing but continued success in all his future endeavors and is truly grateful for his service to Arlington.

## Acknowledgements

The Board of Selectmen would like to thank our Town Manager, Brian F. Sullivan, all Department Heads, Committees and Boards, as well as the entire staff of the Selectmen's office for their tireless and intelligent work on our behalf. We thank the true \*Mayor\* of Arlington, Marie Krepelka, Board Administrator, MaryAnn Sullivan, Frances (Fran) Reidy and Jean Burg for their exceptional commitment and their unparalleled dedication and service to the entire Town of Arlington.

## TOWN MANAGER

As has been the case for the past several years, finances have been a driving issue in 2010 and are anticipated to remain the priority issue into the foreseeable future. Though the global financial crisis is said to be over by many economists, the impact of the crisis on revenues is still being felt. Moreover, severe impacts of the crisis that were averted via the passage of the American Recovery and Reinvestment Act (ARRA), are being felt now, as ARRA

dollars are gone, and state and local governments across the nation are facing large deficits. The good news is that state tax collections have started to rebound this fiscal year, and project to incrementally improve over the next several years. These improvements could lead to stabilization in the amount of state aid that Arlington receives, and thereby alleviate a portion of the financial burden facing the Town. However, such stabilization is not expected to occur until FY2013 and beyond.

The Five-Year Plan that was adopted in 2006 has come to an end, and though the override stabilization fund provided funds for a sixth year (FY2011), those funds are now exhausted. While it was known that at the conclusion of the five year plan the Town would be back to facing difficult financial and budget choices, the economic crisis, spawning a severe recession and high unemployment, has severely exacerbated the Town's financial position. The Town's reserves have plummeted; state aid was cut significantly in FY2009, FY2010, FY2011, and despite improving state revenue, the deficit left by the exhaustion of ARRA dollars has the Town facing a fourth straight year of local aid reductions in FY2012.



*Town Manager Brian F. Sullivan*

### State Aid Reductions Methodology Unfair

In January Governor Patrick proposed to reduce local aid cherry sheet funding to Arlington, by 1.7%. This reduction manifested itself in a 3.7% increase in Chapter 70 (School Aid), set against a 7% reduction in General Government Aid. The House Ways and Means Committee is due to report its recommendation after this annual report has gone to print. However, legislative leaders have been warning of cuts in excess of those proposed by the Governor. After adding in the \$489,705 reduction in IDEA and State Fiscal Stabilization Funds that were distributed by the State in FY2011, the total state aid reduction is \$725,311, bringing down the total state aid, exclusive of school construction aid, to \$13,341,134. This is less local aid than the Town received in FY1988, some 24 years ago (see chart on p. 5). During this period, Arlington has seen its share of the local aid "pie" cut in half (see chart on p. 5).

Since FY2002 Arlington's total state aid has decreased by 16.8%, losing over \$5.5 million through FY2011 (see chart on p. 6). Since FY2002, local aid for all municipalities initially dropped by approximately 8%, rebounded through FY2009 to a 20% increase, and then dropped in FY2011 to a cumulative increase of 9.1% from FY2002. Arlington, on the other hand, has never experienced an increase above FY2002. In fact, in FY2006 Arlington was 15% below FY2002, while the average of all municipalities saw a slight increase. In the current year, FY2011, aid is 17% below FY2002 while the average of all municipalities has seen an increase of 9.1%.

Over the last several years, the distribution formulas used for the cutbacks in state aid—and the subsequent restoration of those cuts—have not been implemented fairly, nor have they recognized the needs of communities like Arlington. The policy has essentially been this: communities with relatively high median income levels and high property values are assumed to have a greater ability to raise revenue locally, and therefore to have less of a need for state aid. The problem is that communities don't have the ability to tax incomes (the state takes all income tax). The only source of revenue available to communities is the property tax, a regressive tax that hurts elderly and lower income residents disproportionately. Without a fair share of state aid, communities like Arlington are faced with the difficult choice of either raising property taxes through overrides, or cutting needed services.

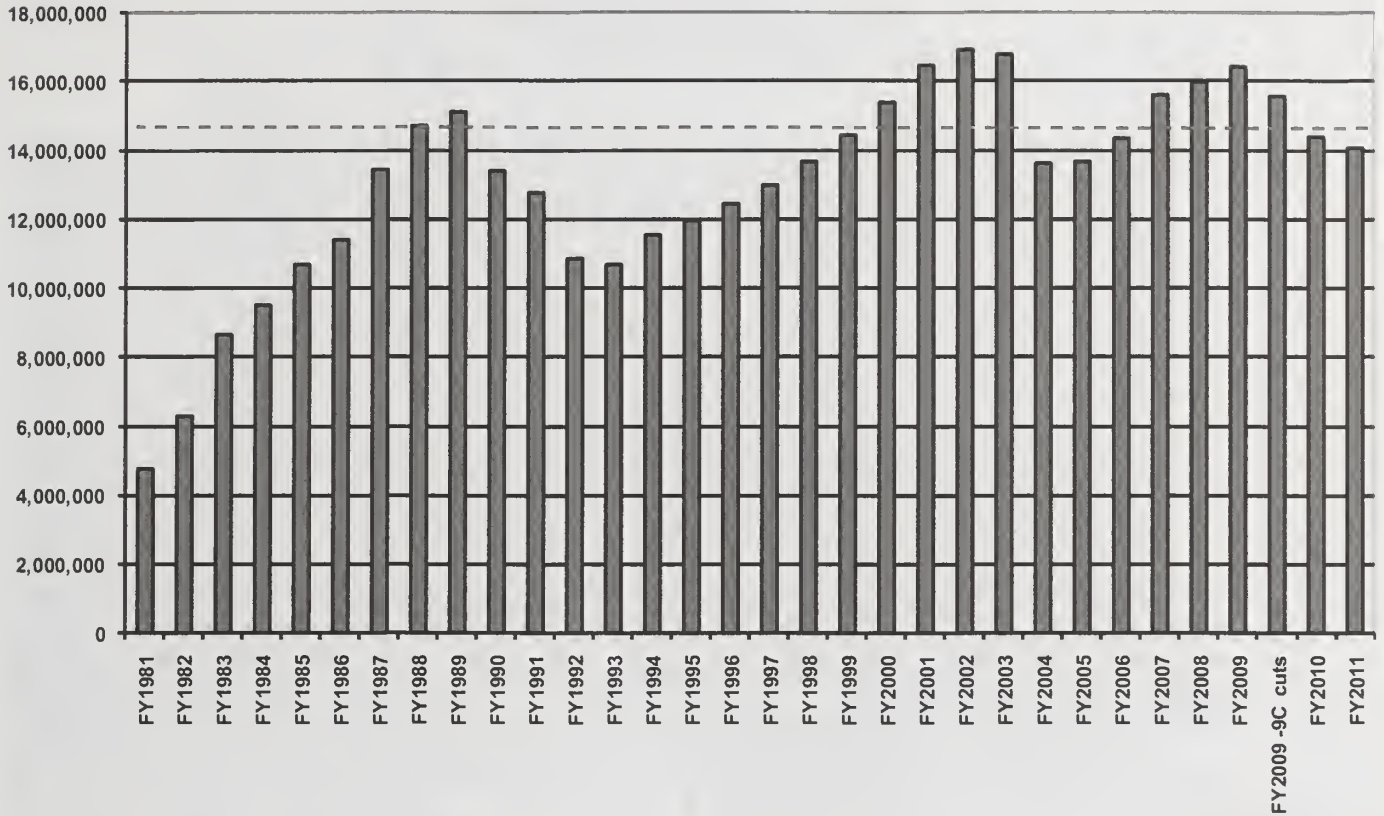
A majority of local aid increases over the last decade have been distributed through the Chapter 70 school aid formula. The formula works to the disadvantage of communities with relatively high incomes and property values. Arlington falls into this category, which means that we are a minimum aid community and are calculated to receive only 17.5% of our school foundation budget (the amount that the state calculates that we should be spending on schools). Some communities receive as much as 85%, with the average targeted at 60%. For FY2012, Arlington will receive the minimum, 17.5%.



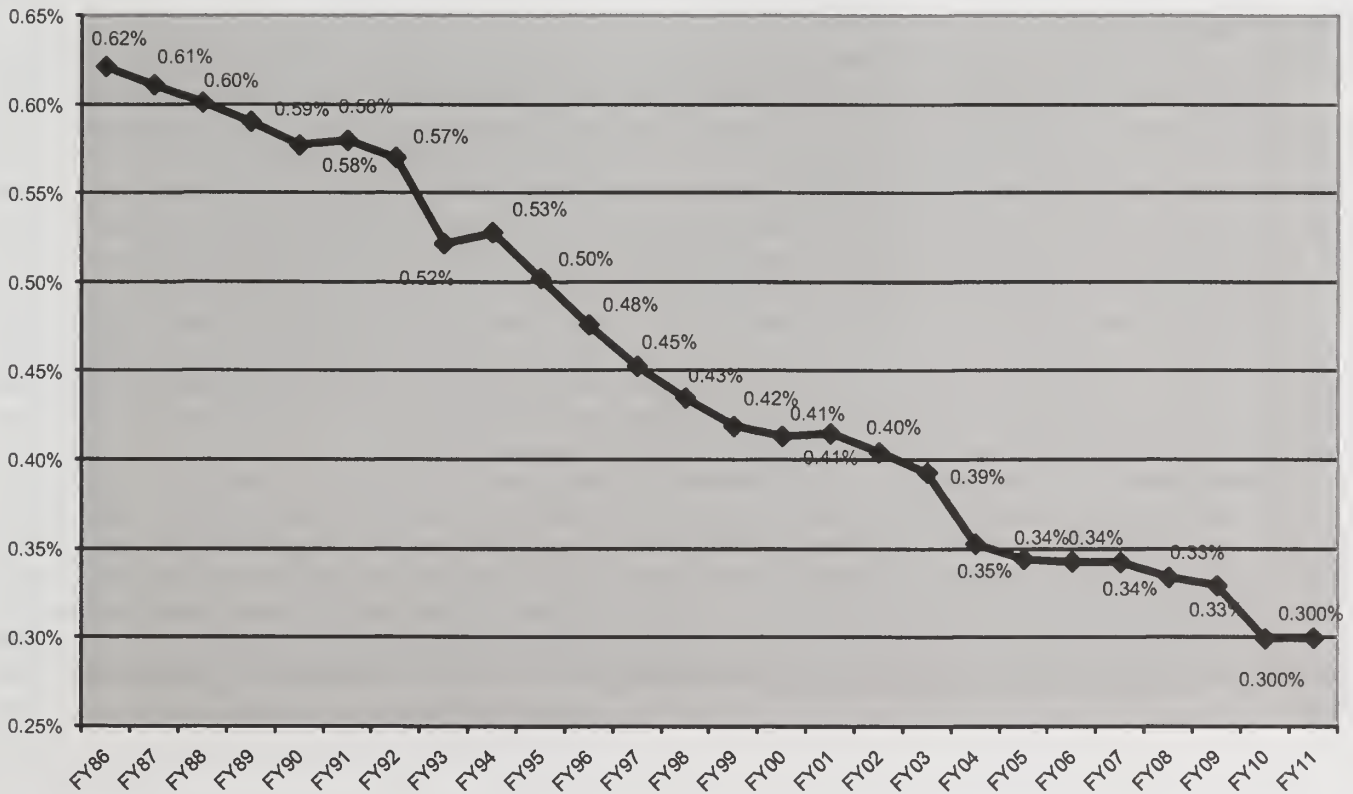
# EXECUTIVE SERVICES

## STATE AID RECEIPTS

(Numbers exclude School Construction and METCO reimbursements)

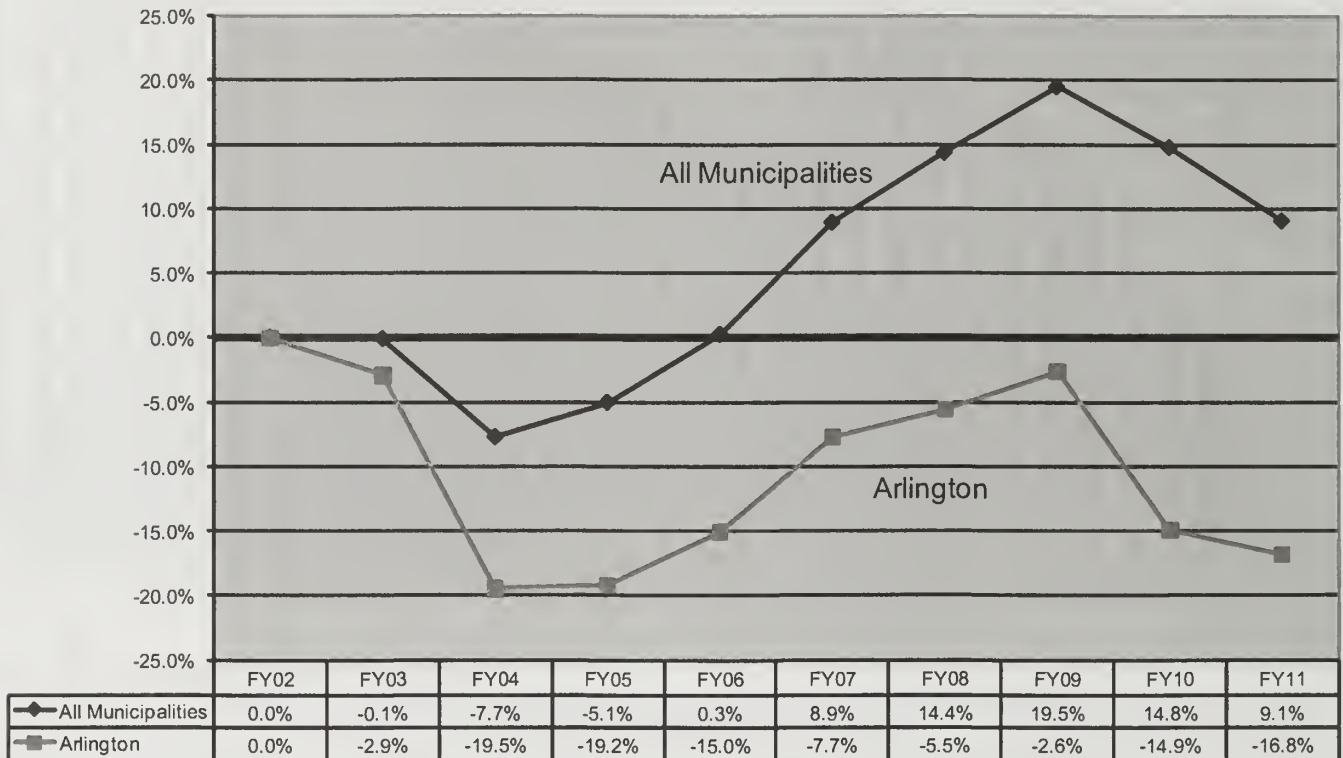


## Arlington's Percent of Total State Aid



# EXECUTIVE SERVICES

**State Aid Cumulative Percent Change  
Since Fiscal Year 2002**  
(Numbers exclude School Construction and METCO reimbursements)



## FY2012 Budget Outlook

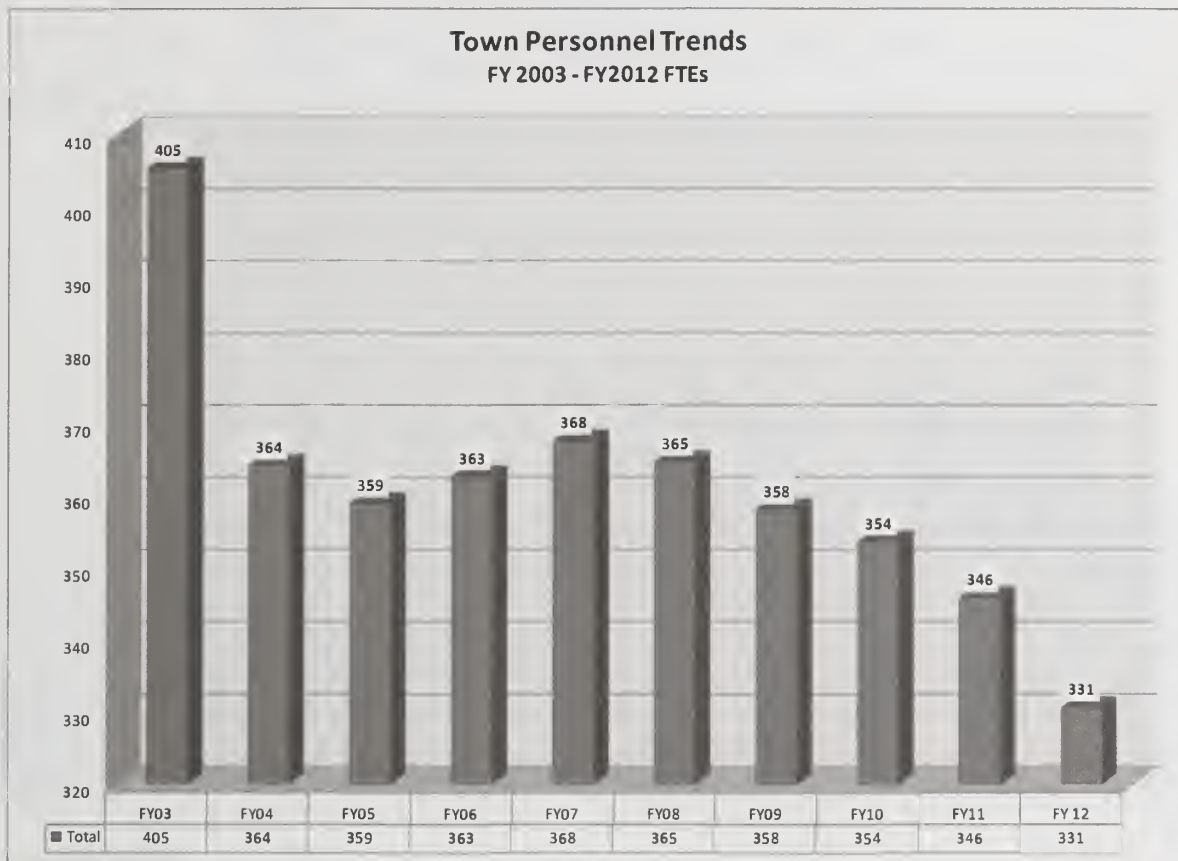
The budget as proposed totals \$113,954,730 which is a decrease of \$84,532 (0.1%) from the FY2011 budget.

FY2011, the current fiscal year, was the last year in which override stabilization funds were available to be used as operating revenue. This represented the sixth year of what was begun as a five year plan that incorporated the Proposition 2 ½ override of 2005 designed to carry the Town's budgets through FY2010. While it was known that at the conclusion of the five year plan the Town would be back to facing difficult financial and budget choices, the economic crisis, spawning a severe recession and high unemployment, has severely exacerbated the Town's financial position. The Town's reserves have plummeted; state aid was cut significantly in FY2009, FY2010, FY2011 and is expected to be cut again in FY2012. In FY2012, Arlington's state aid allocation will be actually less than it was in 1988.

As we look ahead to FY2012, the seventh year since the 2005 override, difficult budget choices will have to be made. The Town's departmental budgets are proposed to be reduced by 3.2%. Because the current school budget allocation included \$489,000 of federal stimulus funds (IDEA and SFSF) that it will not be receiving in FY2012, the schools will receive an additional allocation of \$489,000 of Town funds to replace this loss. The school's total allocation from the Town of \$38,516,006 results in a decrease of 1.4% over the current year.

The proposed FY2012 budget for municipal departments totals \$26,923,164 which is a decrease of \$892,356, or 3.2%, from the current fiscal year. The budgets for Arlington's Municipal departments are already at, or near, the bottom of its comparable communities. Consequently, these cuts are particularly painful and will have negative impacts on services. Municipal services are labor intensive, thus most of the budgets are for personnel related costs. Personnel levels are a direct reflection of the Town's ability to provide services and thus provide a good insight as to what is happening. Just since 2003 the Town has eliminated 75 (18%) positions, including the 15 proposed to be eliminated next year. The personnel chart on the next page shows the significant reduction that has occurred over the last several years.





### Town Financial Structure and Outlook

Each year, for several years, the Town has had a structural deficit whereby the growth in revenues has not kept pace with the growth in costs necessary to maintain a level-service budget. The result has been a gradual erosion of services. The nature of the Town's structural deficit is illustrated in the table below. It's not anyone's fault that the Town faces an annual structural deficit; it's basic economics. On average, over the last five years, the annual growth in expenses has outpaced the growth in revenues by nearly \$3 million. Going forward, even assuming level state aid and improvements in a few other areas, the annual deficit is projected to be at least \$2.5 million.

Arlington's spending, by any measure, is well below that of our comparable communities and is not a contributor to the structural deficit. Just the opposite, municipal departmental budgets grew an average of only 2.01% over the last six years. The chart on the next page, as presented by the Boston Globe, demonstrates Arlington's spending per capita compared to some communities across the state. The major expenditure drivers are largely outside of the control of the Town and include health care increases, pension obligations, and special education costs. The main cause of the annual structural deficit is revenue based. The Town's revenue growth is at the bottom of our comparable communities, for two reasons. First, Arlington is essentially a fully built out community with limited new growth in its tax base, a base that is 94% residential. Second, the Town has experienced a disproportionate cut in its state aid. In a comparison of new growth in the tax base of 20 comparable communities, Arlington was near the bottom.

### Typical Annual Growth

#### Revenues

Property Taxes	\$ 2,400,000
Local Receipts	\$ 50,000
State Aid	\$ (-250,000)
<b>Total</b>	<b>\$ 2,200,000</b>

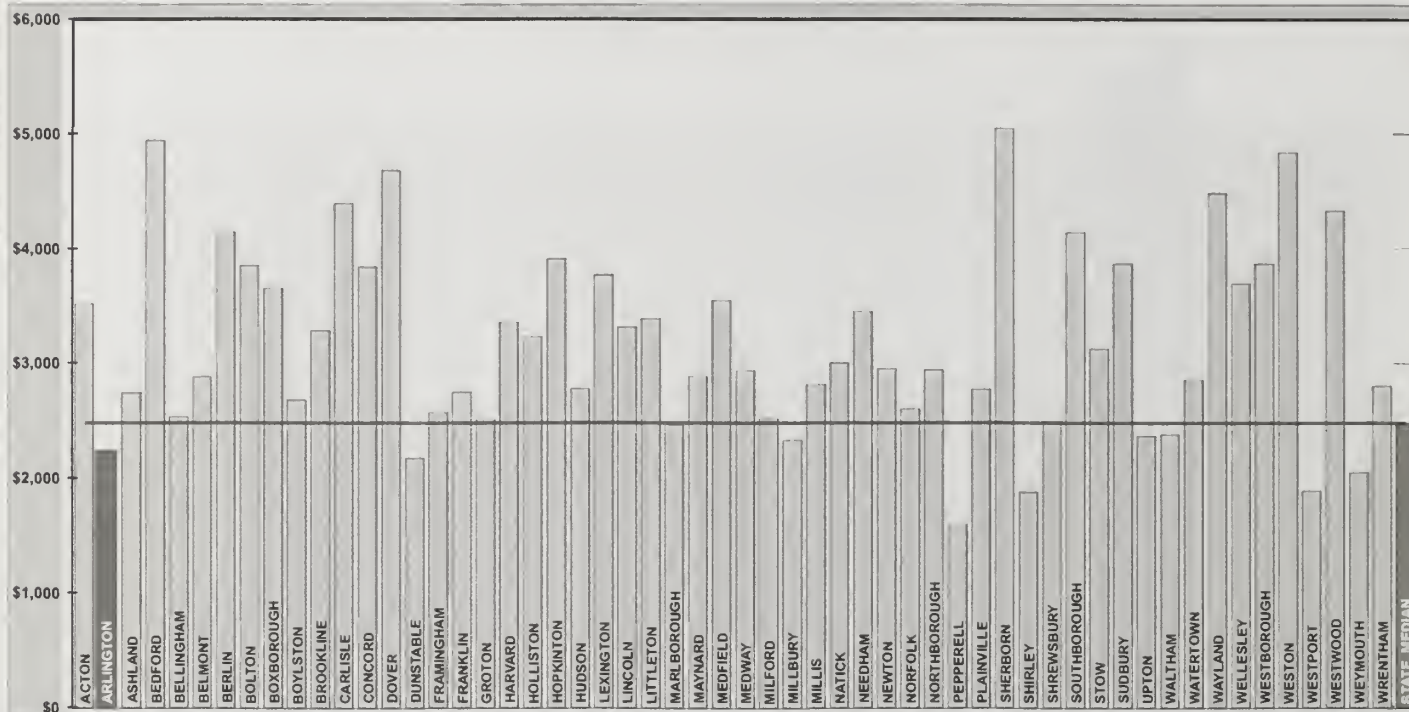
#### Expenditures

Wage Adjustments	\$ 1,800,000
Health Insurance/Medicare	\$ 2,000,000
Pensions	\$ 400,000
Miscellaneous (utilities, capital/debt, special education, other)	\$1,000,000
<b>Total</b>	<b>\$ 5,200,000</b>

**Structural Deficit** **\$(3,000,000)**

# EXECUTIVE SERVICES

## STATEWIDE SPENDING PER CAPITA FY2009 as reported by the Boston Globe



source: Department of Revenue

The Town's fiscal condition was exacerbated in FY2003 and FY2004 as a result of state aid reductions in excess of \$3.3 million. After major budget reductions and the depletion of reserves, which carried the Town through FY2005, the Town was facing a deficit of approximately \$4 million in FY2006. The passage of a \$6 million Proposition 2 ½ override in 2005 for FY2006 covered the \$4 million deficit and allowed the Town to put into reserve the remaining \$2 million. One of the key commitments made as part of the Proposition 2 ½ override was that the funds would be made to last five years and that no override would be requested during that time. We are now heading into our seventh year.

The plan served the Town well. It required tight controls over operating budgets. With these controls appropriately managed, the plan overcame the Town's structural deficit and provided sufficient resources to maintain services for the five year period. The departmental budget increases over this five year period are shown on the right. The school department increases were larger than the municipal departments in recognition of some extraordinary special education cost increases.

The Town's structural deficit still exists. With the help of \$3.2 million in one-time funds, including federal stimulus funds and the remaining balance of \$1.6 million in the override stabilization fund, the Town was able to balance the FY2011 budget without major cuts in services. Without the \$3.2 million being available in FY2012, the projected deficit for FY2012 is approximately \$4 million.

### Operating Budget Increases FY 2006 - FY 2011

	Town	School
FY 2006	2.94%	6.17%
FY 2007	2.76%	3.16%
FY 2008	3.93%	3.99%
FY 2009	2.02%	2.46%
FY 2010	0.91%	2.06%
FY 2011	-0.46%	2.66%
<b>Avg. Increase</b>	<b>2.01%</b>	<b>3.41%</b>

### Community Comparisons

There are a number of factors that contribute to Arlington's structural deficit—some common among all municipalities and some relatively unique to Arlington. Double digit increases in employee healthcare costs and energy costs affect all municipalities. Arlington has been penalized by an unfair state aid distribution formula. Statewide, communities are 9% above the FY2002 level while Arlington is still 17% below FY2002.



# EXECUTIVE SERVICES

Some of the factors particular to Arlington include the fact that Arlington is a densely populated, fully built-out community (see Tables 1 and 2 below). Revenue from growth in the tax base ranks near the bottom among a group of 20 comparable communities (see Table 3 below). It is less than two-thirds of the state-wide average. Another indicator of the Town's ability and opportunity to raise revenues is a measure developed by the Department of Revenue called Municipal Revenue Growth Factor (MRGF). It measures a community's ability to raise revenue, taking into consideration a community's tax levy limit, new growth, state aid, and local receipts. As you can see from Table 4 (next page), the state-wide average and average of the twenty comparable communities MRGF is 2.85 and 3.1 respectively. Arlington's is a 1.77 and fourth from the bottom of the 20 communities.

Another factor affecting the Town's financial structure is its tax base. The Town's tax base is nearly all residential—the commercial/industrial sector makes up less than 6% of the total. Table 5 (next page) shows that Arlington's commercial/industrial tax base ranks it 17th out of 20 comparable communities. The average of these communities is 20.8%, more than triple that of Arlington. This affects not only the Town's ability to raise revenue, it places a heavier tax burden on the residential sector as there is almost no commercial/industrial sector with which to share the tax burden.

Notwithstanding this, the tax burden, when measured several different ways, is below the average of the 20 comparable communities. In fact, the Town ranks 11th in taxes per capita, and 11th in taxes per household as a percent of median household income (Tables 6 and 7 next page). This despite the fact that Arlington's tax levy includes more than \$5 million in MWRA water and sewer debt that only one other community includes on its levy.

A look at how the Town's spending levels impact the Town's financial position shows that the Town's spending per capita is well below the state average and the average of the 20 comparable communities. In overall expenditures per capita, the Town ranks 16th and nearly 17% below the state-wide average (see Tables 12 next page). With spending well below the state-wide average and below comparable communities, and with revenue growth opportunities well below the statewide average and at the bottom of comparable communities, it is clear that the structural problem with the Town's finances lies with the revenue side of the equation as opposed to the spending side. Limited growth in the tax base, a tax base almost all residential, coupled with a \$5.3 million reduction in state aid since 2002, has left the Town with only two choices—significant budget cuts with the resulting service reductions or Proposition 2 ½ general overrides.

**Table 1**

Municipality	Pop Per Square Mile
1 BROOKLINE	8,085
2 ARLINGTON	7,914
3 WATERTOWN	7,875
4 MEDFORD	6,827
5 MELROSE	5,695
6 SALEM	5,093
7 BELMONT	4,998
8 WINCHESTER	3,492
9 STONEHAM	3,491
10 WEYMOUTH	3,131
11 RANDOLPH	2,987
12 WOBURN	2,910
13 NORWOOD	2,692
14 WELLESLEY	2,676
15 READING	2,321
16 NEEDHAM	2,265
17 NATICK	2,114
18 MILTON	2,008
19 LEXINGTON	1,846
20 CHELMSFORD	1,519
Ave w/o Arlington	3,791
Arlington	7,914

**Table 2**

Municipality	Households Per Sq Mile
1 BROOKLINE	3,890
2 ARLINGTON	3,747
3 WATERTOWN	3,652
4 MEDFORD	2,787
5 MELROSE	2,398
6 SALEM	2,244
7 BELMONT	2,142
8 STONEHAM	1,510
9 WEYMOUTH	1,327
10 WINCHESTER	1,309
11 WOBURN	1,215
12 RANDOLPH	1,145
13 NORWOOD	1,140
14 READING	889
15 NATICK	886
16 WELLESLEY	870
17 NEEDHAM	860
18 MILTON	703
19 LEXINGTON	691
20 CHELMSFORD	575
Ave w/o Arlington	1,591
Arlington	3,747

**Table 3**

Municipality	New Growth Ave '09-'11
1 LEXINGTON	2.76%
2 NATICK	2.57%
3 NEEDHAM	2.50%
4 NORWOOD	2.10%
5 WOBURN	2.07%
6 WELLESLEY	1.84%
7 SALEM	1.74%
8 CHELMSFORD	1.38%
9 MEDFORD	1.28%
10 BROOKLINE	1.26%
11 WATERTOWN	1.25%
12 MELROSE	1.20%
13 RANDOLPH	1.19%
14 BELMONT	1.09%
15 READING	1.06%
16 WINCHESTER	0.96%
17 ARLINGTON	0.91%
18 STONEHAM	0.89%
19 WEYMOUTH	0.88%
20 MILTON	0.86%
Ave w/o Arlington	1.52%
Arlington	0.91%
State-wide Ave	1.52%

# EXECUTIVE SERVICES

Table 4	
Municipality	FY2011 Municipal Revenue Growth Factor
1 NORWOOD	6.93
2 LEXINGTON	5.13
3 NEEDHAM	4.49
4 CHELMSFORD	3.96
5 BROOKLINE	3.47
6 WELLESLEY	3.46
7 WOBURN	3.44
8 NATICK	3.14
9 BELMONT	3.11
10 MEDFORD	2.72
11 RANDOLPH	2.70
12 MILTON	2.61
13 MELROSE	2.53
14 WATERTOWN	2.50
15 WINCHESTER	2.15
16 SALEM	2.00
17 ARLINGTON	1.77
18 STONEHAM	1.44
19 READING	1.43
20 WEYMOUTH	1.05
Ave w/o Arlington	3.1
Arlington	1.77
State-Wide Ave	2.85

Table 5	
Municipality	FY2010 Commercial/ Industrial % of Total Value
1 WOBURN	50.94
2 NORWOOD	44.49
3 WATERTOWN	33.16
4 SALEM	29.49
5 WEYMOUTH	23.98
6 NATICK	23.81
7 MEDFORD	23.12
8 NEEDHAM	22.21
9 RANDOLPH	22.19
10 LEXINGTON	21.44
11 CHELMSFORD	19.40
12 STONEHAM	17.37
13 BROOKLINE	16.18
14 WELLESLEY	11.64
15 READING	9.26
16 MELROSE	8.76
17 ARLINGTON	5.95
18 BELMONT	5.92
19 MILTON	5.86
20 WINCHESTER	5.28
Ave w/o Arlington	20.8
Arlington	5.95

Table 6	
Municipality	FY2010 Taxes Per Cap
1 LEXINGTON	4019
2 WELLESLEY	3455
3 CHELMSFORD	3191
4 WOBURN	3167
5 NEEDHAM	3075
6 WINCHESTER	2928
7 BROOKLINE	2781
8 BELMONT	2762
9 MEDFORD	2712
10 NATICK	2088
11 ARLINGTON	2036
12 WATERTOWN	2028
13 MILTON	1886
14 NORWOOD	1821
15 STONEHAM	1761
16 SALEM	1699
17 MELROSE	1639
18 READING	1549
19 WEYMOUTH	1357
20 RANDOLPH	875
Ave w/o Arlington	2,357
Arlington	2,036

Table 7	
Municipality	FY2010 Taxes Per Household As a % of 1999 Household Income
1 LEXINGTON	8.9%
2 WELLESLEY	8.5%
3 WINCHESTER	8.1%
4 MILTON	8.0%
5 BELMONT	7.7%
6 BROOKLINE	7.5%
7 NEEDHAM	7.3%
8 READING	6.8%
9 CHELMSFORD	6.6%
10 NATICK	6.4%
11 ARLINGTON	6.4%
12 SALEM	6.4%
13 STONEHAM	6.1%
14 RANDOLPH	5.8%
15 MELROSE	5.8%
16 MEDFORD	5.4%
17 WATERTOWN	5.3%
18 WOBURN	5.1%
19 WEYMOUTH	5.0%
20 NORWOOD	4.2%
Ave w/o Arlington	6.6%
Arlington	6.4%

Table 12	
Municipality	FY2009 Total Exp Per Cap
1 LEXINGTON	3,764
2 NORWOOD	3,607
3 WELLESLEY	3,694
4 WINCHESTER	3,484
5 NEEDHAM	3,450
6 BROOKLINE	3,281
7 READING	3,239
8 NATICK	2,999
9 CHELMSFORD	2,760
10 WATERTOWN	2,853
11 BELMONT	2,880
12 WOBURN	2,809
13 MILTON	2,696
14 SALEM	2,551
15 STONEHAM	2,458
16 ARLINGTON	2,240
17 RANDOLPH	2,378
18 WEYMOUTH	2,046
19 MELROSE	2,175
20 MEDFORD	1,943
Ave w/o Arlington	2,898
Arlington	2,240
State-wide Ave	2,704

Tables 8-11 can be found as part of the Town Manager's FY2012 Financial Plan online at [www.arlingtonma.gov/budgets](http://www.arlingtonma.gov/budgets)



## Cost Savings/Performance Strategies

The Town has continuously pursued numerous strategies for reducing costs and becoming more productive. Recently the Town has participated in a consortium of about a dozen area communities to pursue regionalization opportunities. Many service and purchasing contracts are being implemented regionally. Additional regionalizing opportunities are being evaluated at the ongoing monthly meetings of this consortium.

As a result of discussions facilitated by the Metropolitan Area Planning Council (MAPC), the Town has entered into an agreement through which it provides Sealer, Weights & Measures services for a fee to Belmont. This agreement is viewed as a step toward a continued pursuit of a regional health department. The Town has also been evaluating the current service delivery methods for various services to determine the most cost effective way to deliver these services. Cemetery grounds maintenance was successfully contracted out two years ago after such an evaluation. Other areas for which Requests for Proposals (RFP's) are being advertised are grounds maintenance on Town properties and tree services.

The Town also remains a member of a consortium of six other communities, under the auspices of the International City Manager's Association (ICMA), to gather and compare performance data for various services. It is helpful to not only measure and compare performance data with comparable communities, but to compare the year-to-year progress made by the Town itself in these service areas.

In order to increase productivity in the long run, the Town has to make better and more effective use of technology. Investment in the proper technological solutions is one of the primary means by which a community such as Arlington can sustain productivity while operating in an environment of scarce resources. To that end, the Town, through the efforts of the Information Technology (IT) department has applied for a "Smarter Cities" grant through IBM. This application is aimed at enhancing the delivery of key municipal services through technological solutions. The Town is also continuing its commitment to investing in geographic information systems (GIS). Town government is a geographically based service model, with almost all services being generated by address. Implementation of GIS in Town stands to not only enhance the productivity and capacity of departments such as Planning, Engineering, Police, Public Works, and Schools, but also other service delivery departments that will be able to better manage their workload through utilization of GIS. Enhancement of the Town's website and Request/Answer Center is another example of using technology to make departments more productive and improve services to the public despite reduced resources.

## The Healthcare Challenge

With health care costs growing an average of 11% per year, or an annual increase of \$2 million, this cost increase alone eats up nearly the entire annual revenue growth of \$2.2 million. Costs have gone from \$6.6 million in 2000 to \$19 million in 2010 (10% of the total budget to 16%). It is by far the Town's largest cost driver and must be addressed. While no one, including the Town's employee unions, is to blame for the Town's deficit problems, the unions have to be part of the solution, particularly with regard to health care.

Nearly every employer has had to implement cost controls, including health care changes to adapt to today's harsh economic realities. I know many residents have experienced increased health care contributions and/or co-pays and deductibles. No employer wants to make such changes, but they need to do so for the organization's survival. The Town is facing the same financial crisis and needs to make similar changes to ensure its sustainability.

### *Health Care Proposals*

The proposal to join the State's group health care program (GIC) would have saved \$4.7 million. After deducting the increased co-pay and deductible costs, the net savings was \$4.0 million. While some would argue that all of the net savings should go to reduce the deficit, it would be unreasonable to expect that employees would voluntarily agree to give up their veto power over future changes to plan design and go without wage increases for several years. In the end, we put our best possible proposal on the table.

In brief, management proposed of the \$4 million net savings, \$2.65 million would benefit employees and their families through reduced healthcare premiums and modest wage increases. The balance of \$1.35 million would be available to the Town to save jobs and services. To address union concerns over perceived volatility of the GIC's costs, the Town agreed to pick up all cost increases above 12% for premiums and \$100 for deductibles. This meant that our employees would be paying significantly less than state employees for the same coverage and would have a guaranteed cap on premiums and deductible increases. This proposal was rejected along with a more modest proposal to consolidate coverage under a single provider, Harvard Pilgrim (the number one rated provider in the country), with minor co-pay changes resulting in much smaller total savings of only \$1.5 million.

In the end, employees exercised their bargaining rights and rejected our proposal. Municipal unions were granted this right by the Legislature and they are simply exercising that right. Health insurance coverage can be complex and confusing so the natural inclination is to just keep the status quo. Unfortunately, this time, the status quo will result



in lost jobs and services.

#### *Health Care Law for Municipalities Needs to Change*

There is absolutely no justification for the double standard whereby the State retains authority over its employee health care program, but denies that same authority to cities and towns. It is time to change the law! The Legislature must remove the handcuffs it has placed on cities and towns preventing them from exercising effective control over their largest cost. To put it simply, Massachusetts cities and towns are being crushed under a two-tiered system.

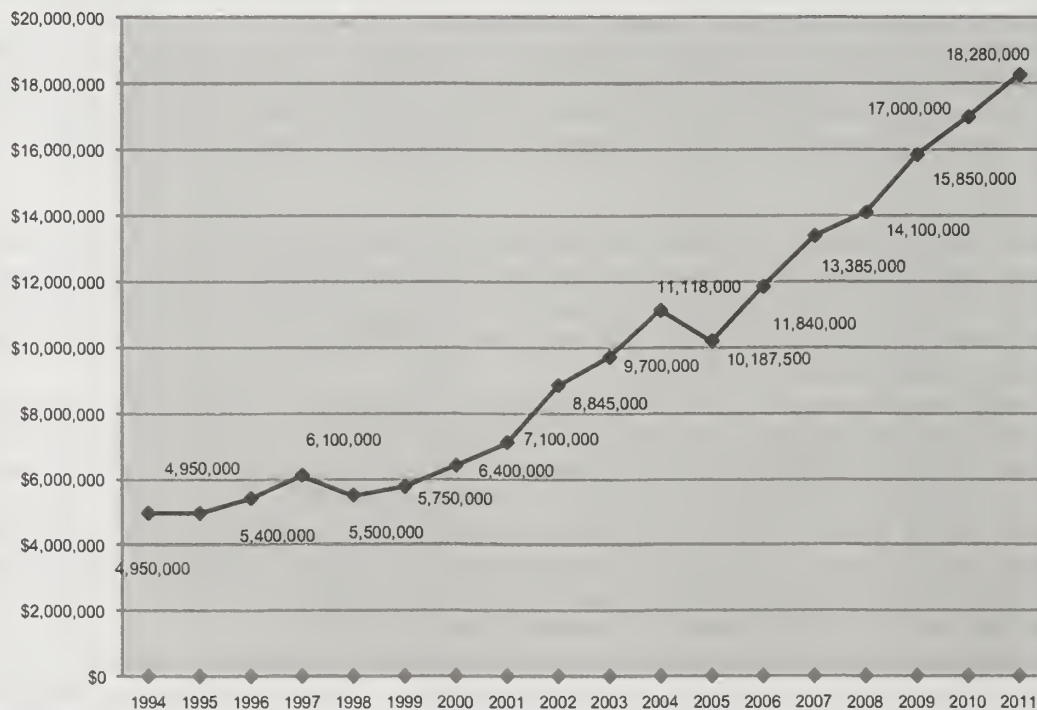
The Legislature does not require the state to bargain health care plan design changes with state employees, but mandates this requirement on cities and towns. So while the State does not bargain with its employees over health care changes, and has made changes, the Legislature and Governor have up to this point somehow rationalized that municipalities should not be able to make any health care changes unless the municipal unions agree. Insult is added to injury with the imposition of unfunded state and federal changes to health care law without resources to implement those changes.

The call for municipal health insurance reform has been endorsed by organizations such as the Massachusetts Taxpayers Foundation, Associated Industries of Massachusetts, the Mass Municipal Association, the Boston Foundation, the Boston Municipal Research Bureau, local chambers of commerce, and virtually every newspaper across Massachusetts, including the Boston Globe. Municipalities are not looking to balance their budgets on the backs of their employees. They are simply looking for the same rights as the State and other employers to make reasonable adjustments to the health care plans they offer their employees.

Recently, Speaker of the House Robert DeLeo has publicly stated his strong support for municipal health insurance reform, insisting that action be taken early in this year's legislative session. Also, as part of his FY2012 budget proposal, Governor Deval Patrick filed legislation that would allow municipalities to access the GIC outside of collective bargaining. Though no action has been taken on this legislation to date, it is an encouraging sign that our state's leaders are beginning to demonstrate an understanding of the need for reform. It is possible that legislative action will be taken in the upcoming months that may have an impact on the FY2012 budget.

For FY2012, health care rates will increase nearly 9%. However, the decreased enrollments occurring as a result of FY2011 reductions, combined with a projected \$400,000 reimbursement from the Early Retirement Reimbursement Program, the FY2012 health care appropriation is projected to grow by only 3%.

**Health Insurance Appropriation**



## Green Communities Designation

In May Governor Deval Patrick designated Arlington, as one of the Commonwealth's first official "Green Communities." This is a distinct recognition by the Commonwealth that Arlington is at the forefront of reducing energy usage and emissions through energy efficiency and reduction initiatives. The designation led to over \$200K in grant funding that has begun the process to convert current streetlights to LED streetlights which will reduce energy consumption by 50%, upgrade the energy management system at the Hardy School, and the replacement of faulty steam traps in Arlington High School's heating system. Green Community status has provided Arlington with 5 Big Belly Solar Trash Compactors that were placed throughout Town over the summer. The efforts of Sustainable Arlington and Vision2020 were instrumental in achieving the Green Communities designation. A recognition ceremony was held at Town Day and speakers included Lt. Governor Timothy Murray, Representative Edward Markey and attended by all of Arlington's state delegation.



*Representative Markey (4th from left) joins Arlington's Board of Selectmen, Town Manager, and Deputy Town Manager in congratulating Arlington for being recognized as a "Green Community."*

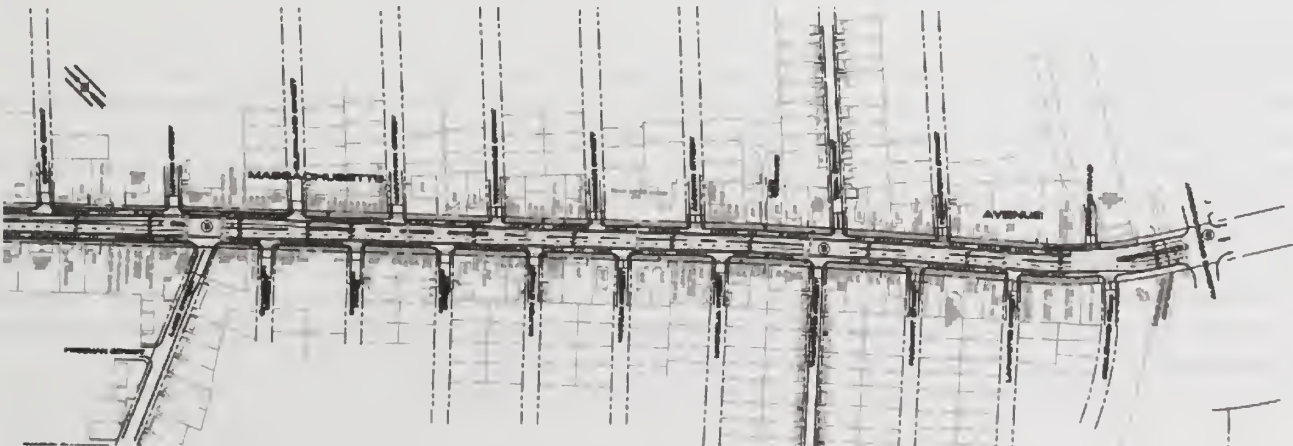
## Environmental Design Review – 30-50 Mill Street

A significant Environmental Design Review special permit was granted by the ARB for a new 116 unit apartment building and retail/office buildings at the former Brigham's Ice Cream headquarters on Mill Street. This development will add 17 units of affordable housing to the Town's inventory of subsidized affordable housing, the first units created under the Town's current inclusionary zoning bylaw.

## Massachusetts Avenue Corridor Project

The Town received funding from the Commonwealth of Massachusetts for improvements to Massachusetts Avenue in East Arlington, from the Cambridge city line to Pond Lane. This grant came to the Town as a result of longstanding concerns about pedestrian safety on Mass. Ave. The primary goal of the project is to upgrade the aging infrastructure including resurfacing the road, rebuilding sidewalks, and replacing outdated traffic signals. As part of this project, there will be some redesign of this section of Mass. Ave. to revitalize the commercial area and make the corridor more pedestrian friendly with a healthy balance between automobiles, bikes, pedestrians, and transit users.

The project is being managed by the Town Planning Department and Department of Public Works, with guidance from a Project Review Committee made up of Arlington residents and business owners. Following a public informational session held in June, the 25% design review plans were submitted to the Massachusetts Department of Transportation in November. Additional design, engineering, and public hearings are planned. Construction is anticipated in 2012.



*25% Mass Ave Project Plans submitted to MassDOT (Mass Ave East). A larger version can be seen online at [www.arlingtonma.gov/massave](http://www.arlingtonma.gov/massave).*



## Capital Projects

### *Thompson School Rebuild*

The Massachusetts School Building Authority (MSBA) has approved the rebuild of the Thompson School and has authorized the Town to proceed with the schematic design process. The MSBA is anticipated to provide funding for approximately 47% of the project costs as approved by the MSBA. Consideration is currently being given to seek a bond authorization of \$20 million for the project at a Special Town Meeting this May. Funding would come from a combination of sources including a prior Proposition 2 1/2 debt exclusion vote.

### *Stratton School*

The continuing Stratton School renovation project involves three phases totaling \$2.4 million, most of which will be bonded. The Town has also applied for and is currently under consideration to receive MSBA Green Repair Grant funding to supplement the improvements being made at Stratton. This work is on schedule to begin this Spring, and be concluded by the end of 2011.

### *Community Safety Building Deck*

This project is near 95% completion, with total completion expected in the spring of 2011. The remaining work includes installation of pergolas on the deck and final waterproofing measures.

### *Highland Fire Station*

Renovations of the Highland Fire station are expected to conclude in the summer of 2011 and the AFD hopes to re-occupy the station before the end of the summer. The Permanent Town Building Committee is pursuing LEED (Leadership in Energy and Environmental Design) Silver Certification of this project.

### *Fenced In Dog Park*

With the passing of Article 36 by Town Meeting in the spring of 2010 designated off-leash dog hours at parks were specified by the Park and Recreation Commission. The Town is in the process of accepting a major financial gift from the Stanton Foundation to construct and operate a fenced off-leash dog recreational area at Thorndike Park.

### *Ed Burns Arena*

The Veterans' Memorial Skating Rink at the Arlington Sports Center was renamed the Ed Burns Arena at the Veterans Memorial Sport Complex and received major capital improvements including a larger new rink bed, improvements to the rink and seating areas, upgraded systems and handicapped ramp, and a subfloor heating system to allow for making ice in the warm weather.

### *Summer Street Playground/Multigenerational*

The Summer Street Playground was completely renovated and was moved to the Hills Hill field side of the complex. The new playground is very unique in the fact that it is virtually completely handicap accessible. A multigenerational area including two bocce courts, exercise stations, tot play area and gaming tables were built on the site of the old playground.

## **Prescription Drug Discount Card**

The Town of Arlington, in collaboration with the National League of Cities (NLC), made available to residents a discount prescription card for uninsured medications. The card, free to all Arlington residents regardless of age, income, or existing health insurance, allows savings, on average, of 20% off the retail price of prescription drugs at participating pharmacies. All six Arlington pharmacies are participating in the program, including the new CVS, and with periodic, targeted outreach the program has saved Arlington residents over \$50,000 with average savings per prescription of 27.8%.

As of Feb 28, 2011, Arlington entered the top 20 municipalities nationwide (out of 457 participating in the program) in cumulative savings to their constituents. We will continue outreach of the program and monitor results in 2011. To learn more about the program and how to get the free discount card, residents can visit [arlingtonma.gov/prescriptioncards](http://arlingtonma.gov/prescriptioncards).



## Communications

The Board of Selectmen and I have made improving communications with the public one of our priority goals. This annual report is one such communication vehicle in which we put a great deal of effort to make it informative, easy to read, and attractive. The Town also makes these reports available online at [arlingtonma.gov/annualreports](http://arlingtonma.gov/annualreports).

Twenty years ago the local newspaper, mail, and the telephone were the main sources for reaching a majority of the Town's population. They still are, but that is changing quickly. A variety of available communication channels offer tremendous opportunities in reaching vast audiences in an efficient manner. The internet, cell phones, smart phones, text messaging, and social networking all compete with traditional media to get one's attention. Having all these options is exciting, yet they pose unique challenges in informing the public effectively. With all these choices there is no single communication channel that reaches all residents, and trying to support too many would quickly deplete our resources without necessarily achieving our communication goals.

To meet the growing demands of more real-time, in-depth information from the public, the Town is focused on the following core communication channels to inform and interact with the public about general Town activities and services and in the event of an emergency.

### *Town of Arlington Notices*

Town of Arlington Notices are official notices sent by the Town to subscribers, via email, 2-4 times per week. This opt-in email distribution list delivers information on Town activities including: public health and public works alerts, election information, and special Town related events. Notices are a very helpful tool to get the word out quickly, or in advance, to the public. For example, during the MWRA Boil Water order, informing residents of an upcoming forum on the Mass. Ave. Corridor Project or when a Town-wide street sweeping operation is planned.

In 2010 we added 653 subscribers to the Notices email list - a 28% increase for a total of 3,004 subscribers. Compared to the number of households (19,000), and assuming one subscriber per household, this would represent 16% of households receiving Town Notices. We are pleased with the growth, but we would like to see every resident subscribed to Notices as this is a timely and cost-effective communications mechanism. Residents can subscribe online at [arlingtonma.gov/subscriber](http://arlingtonma.gov/subscriber). Additional email lists are available including Recreation programs, Playing Field Status, Selectmen Agendas, and School Committee Agendas.

### *Arlingtonma.gov*

The Town's website supports one of the top priority goals of the Board of Selectmen: enhance public communication and customer service, and leverage technology to improve efficiencies. Currently the site is made up of over 6,000 pages and growing, serving a population of 42,000, surrounding communities, and more. [Arlingtonma.gov](http://Arlingtonma.gov) supports the online information and outreach activities of community requests (calendar listings, links), 15 departments, and over sixty-five boards, committees, and commissions, who recently became much more active with the institution of the new Open Meeting Law (OML) in July 2010. To give you a rough idea of the new workload of the OML alone, we anticipate adding 1,500 pages to the site annually. It's just another example of the growing demands of more real-time, in-depth information from the public.

In 2010 [arlingtonma.gov](http://arlingtonma.gov) recorded over 1.3 million page views, 500,000 visits, and averaged 21,000 unique visitors per month. When comparing 2010 with 2009 the traffic is similar and shows that the site is consistently being utilized and at very large volumes. This is expected as our audience, our residents, is fairly fixed at 42,000. What is important to measure is visitor loyalty. Since 2008 those who visited the site more than 200 times a year doubled - from 14,000 to almost 30,000 visitors. These numbers confirm people are returning to the site with great frequency.

[Arlingtonma.gov](http://Arlingtonma.gov) was again presented with an E-Government Award with Distinction status from Common Cause in 2010. The award recognizes municipalities for their efforts in "open government" for posting all key governance records on their website.



## *Request/Answer Center*

The Request/Answer Center is an online customer service center where residents can make requests of Town services (and track them), ask questions, and search an extensive knowledge base, 24 hours a day. 2010 marked the third year for the Request/Answer Center and it continues to increase usage from both residents and staff.

A major feature of the service is the ability for residents to easily search an extensive database before asking someone at Town Hall a question (Find Answers). If they cannot find the answer, their question is forwarded to staff for response. Since launching the service, over 275,000 answers were viewed, yet only 1,100 questions were forwarded to staff for an answer (less than 1%).

This is a significant statistic and indicates that the Request/Answer Center is working. Residents are getting their answers on their own – true self-service – and the Town is preserving productivity. In measuring productivity saved, “Answers Viewed” online are potential phone calls not handled by staff. If an average phone call takes 5 minutes to answer, then this feature preserved, on average, 7,600 productivity hours for the Town annually, or the equivalent to 4.18 Full-time employees per year.

Another way we utilized this service for productivity gains is helping the Police department with a long standing challenge of receiving multiple phone calls to dispatch requesting an Overnight Parking Waiver. The challenge was not only in the time to take the call, but tracking these requests. In November the APD employed the Request/Answer Center and a dedicated hotline to redirect those requests away from dispatch. In the first 2 months almost 1,000 requests were rerouted to these two channels. A whopping 74% were entered by residents via the Request/Answer Center (online self-serve) and 24% by staff (transferring hotline calls). Almost immediately, this new method attained its goals of relieving Police dispatchers from taking these non-emergency requests so they could focus on public safety calls. Plus this new method of collection provides the APD with tracking for enforcement and general trending that they did not previously have. Productivity hours saved in these two months, using the 5 minute per phone call model, is 20 hours per month. We’re looking at how we can utilize this success and apply it to other areas of Town operation.

Since the Request/Answer Center launch, over 6,000 Requests were created and 5,800 closed. Public Works leads the way in Requests with an annual average of 900 submitted to the Department. However, this represents a small percentage of all Requests submitted to the Department (less than 10%). The challenges of multiple communication channels available to “reach the public” hold true for “the public to reach the Town.” The more channels, the more coordination needed. Residents are submitting requests via phone calls to dispatch, voicemail, email, walk-ins, and the Request/Answer Center. We need to be accessible, but we also need to better control our request intake to preserve productivity. Currently it’s an even split between staff entered and resident entered Requests. We need to increase outreach in this area to encourage residents into a more ‘self-service’ model for entering their Requests online via the Request/Answer Center, so staff can focus on fulfilling them.

## *Reverse 911*

Reverse 911 is a system that allows the Town to call residents in the event of an emergency or for an important notification. Our Reverse 911 system has a greater reach than email with approximately 27,000 phone numbers, associated with 14,500 addresses (vs 3,004 subscribers to email Notices). Although Reverse 911 has a greater reach than email Notices, it is slower to reach residents, costs more, and is priced by the number of calls initiated. Whereas, email notices reach all subscribers instantaneously for little cost, with no incremental cost regardless of how many emails sent. Additionally, the process to send an email is quicker and easier and emails are commonly accessed from multiple devices, such as cell phones. Reverse911 is still an excellent communication method with tremendous reach, but because of its cost, it’s used judiciously by the Town. Email is also an excellent communication method and because of its ease of use and minimal cost, it is utilized more often by the Town. For these reasons we would very much like to see subscription numbers of email notifications match that of Reverse911. Although most households in Arlington are in the Reverse911 database, we don’t have everyone. Again, because of multiple communication options – in this case, multiple phone providers – there is no single source of phone numbers. We continue our outreach efforts to build the most complete database of phone numbers. And with that, if you have never received a phone call from the Town (MWRA Boil Water Order), please register your phone number(s) online at [arlingtonma.gov/reverse911](http://arlingtonma.gov/reverse911).

## **Emergency Communications**

Effectively notifying the public in an emergency is a top priority and requires tremendous coordination. It’s the collaboration of many departments and groups around Town, and oftentimes with state and federal officials, working together to compile and disseminate critical information to the public, quickly and clearly.

In March the Governor declared a state of emergency from a nor’easter that caused severe flooding and flood-related damage in Town. Utilizing the Town’s website and email Notices, the Town was able to notify residents of public safety and public health hazards during this emergency and information on federal assistance from FEMA, to



those negatively impacted after the event.

In June a 'microburst' (localized high-wind phenomenon) tore through parts of East Arlington. Twenty-one street trees were uprooted, utility lines came down, and streets were blocked with downed branches. In response to this localized disaster, the Town offered to remove downed branches hauled to the curb from homes in East Arlington for two weeks following the event. Residents directly affected by this event received a Reverse 911 call from the Town notifying them of this operation. It was also sent to Town Email Notices and posted on the Town's website.

In May the MWRA had a massive water leak in Weston and declared a "Boil Water Order" for Arlington and many communities state-wide. Arlington's Emergency Operations Center (EOC) was activated. From the official announcement to the lifting of the ban three days later, plans were developed and the public was informed in a timely manner about the ban, how to prepare their water, what to expect at Arlington schools, the water distribution event in Town, and even what stores had bottled water in stock. Working with the Town's Emergency Management Team, state and federal officials, and the Arlington community, the Town was able to effectively provide residents with critical information and ride out this emergency without incident by utilizing its primary communication channels: Reverse 911, Town of Arlington Notices, and [arlingtonma.gov](http://arlingtonma.gov).

Arlington continues its efforts to improve communications and cultivate positive relations with residents. It also strives to maximize technology for efficiencies and we will continue to build upon these valuable Town assets. We put a lot of effort into making sure our award-winning website is fresh, the Request/Answer Center is working properly, and keeping residents up-to-date through Town Notices. We constantly evaluate our emergency communication responses to be prepared for whatever the future may hold. However, none of the success can be realized without skillful human intervention and collaboration. From the many content contributions from staff, boards, and committees, to residents utilizing these channels, we continue to help residents 'get connected' and 'stay connected' to Town Hall.

## Retirements and New Hires

Early in 2010 the Town appointed Adam Chapdelaine as the new Deputy Town Manager, replacing Nancy Galkowski who, after 23 years of dedicated service to Arlington, left the role to become Town Manager in her hometown of Holden, MA. Mr. Chapdelaine served as City Administrator for Fall River before coming to Arlington and has quickly proven himself a valuable asset to Arlington, leading the charge in Arlington's Green Community recognition which opened the door to over \$200,000 in grant funding for the Town, as well as bringing expertise to address our budget challenges.

Public Works Director John Bean retired in December of 2010, and Town Engineer Michael Rademacher was appointed as his successor in early January 2011.

## Dedicated Team

Arlington is very fortunate to have so many talented citizens willing to volunteer their time to serve the Town in various capacities including Town Meeting and the many active Boards, Committees, and Commissions. Together with our elected leaders, management team, and employees, they make Arlington the special community that it is.

My thanks to the Board of Selectmen for its leadership and support this past year. Special thanks also goes to the Town's department heads who have shown true professionalism during times of tremendous challenges. I would also like to thank my office staff, Eileen Messina, Domenic Lanzillotti, Joan Roman, and Theo Kalivas. They are exceptional public employees dedicated to providing the best possible service to each and every person interacting with the Town Manager's Office.



## PERSONNEL DEPARTMENT

The Personnel Department serves all of the employees of the Town that are appointed by the Board of Selectmen, the Town Manager, the Comptroller, the Town Treasurer, the Town Clerk, and the Board of Assessors. The purpose of the Department is to administer the Town's compensation and benefits programs. Additionally, the Department deals with a wide variety of issues relative to quality of life in the workplace and seeks to improve the effectiveness of Town services by recruiting the best employees and reviewing and improving the Departments' organizational structure.

The Department handled over one-hundred personnel transactions relating to a myriad of positions. This includes retirements, resignations, promotions, vacancy postings and advertisements, interviewing, selection, and enrollment of new employees. The Town had twenty-two new hires in the year 2010.

In recognition of our efforts to further health and wellness programs for our employees, BlueCross Blue Shield awarded the Town a \$5,000 grant to support our efforts. The Department once again contacted area fitness clubs to attain discounts for employees resulting in greater utilization of the Town's fitness benefit under our Blue Cross and Harvard Pilgrim plans. We also offered, and continue to offer, Weight Watchers at work for both Town and School employees. In the spring we offered the Go Walking program to all employees. Over 175 employees participated in the program which provides free pedometers and encourages participants to track their miles walked. This year the program had an online component where teams could compete with one another on their total miles; the result was a high level of participation and the program was extended into the fall.

Early in 2010 the Department worked under the direction of the Town Manager in the successful recruitment of a new Deputy Town Manager to replace Nancy Galkowski who, after 23 years of dedicated service to Arlington, left the role to become Town Manager in her hometown of Holden. After an exhaustive search, Adam Chapdelaine was hired. Mr. Chapdelaine served as City Administrator for Fall River before coming to Arlington.

In the summer and early fall the Personnel Director worked as part of the management team in extensive negotiations with retirees, Town, and School unions on the health insurance changes including plan consolidation and the state-run health insurance plan (GIC). Ultimately, all proposed changes were rejected by the employee unions. The Department will continue to work to find ways to save on health insurance costs.

The Department worked closely with Department Heads to successfully facilitate a number of disciplinary issues and workplace investigations. In order to better

support our supervisors and prevent liability, the Department conducted a number of employee and supervisor trainings including responding to grievances.

As the year closed, with no changes to health insurance and a gloomy fiscal outlook, the Department worked under the direction of the Town Manager to develop a plan for impact bargaining changes resulting from the impending service reductions.

### 2011 Objectives

The Department of Personnel will continue to search for ways to improve the morale and health of our employees without adding a financial burden to the Town. The Department will also continue to audit our policies and practices to ensure compliance with various collective bargaining agreements and employment laws.

### EQUAL OPPORTUNITY

The Town of Arlington has established the following mission statement relative to Equal Opportunity:

*"The Town of Arlington recognizes its legal obligation and moral responsibility to provide Equal Employment Opportunity to its employees and potential employees. The Equal Opportunity Advisory Committee, a volunteer committee appointed by the Town Manager, is committed to the Equal Opportunity program to prevent discriminatory employment practices. The Committee assists the Town in implementing its Equal Opportunity Plan which creates the mechanism and sets the standards by which Equal Opportunity will be assured."*

The Equal Opportunity Advisory Committee (EOAC) (formerly known as the Affirmative Action Advisory Committee) meets monthly, on the 2nd Wednesday, in the Town Hall Annex. Committee meetings are open to the public and public attendance is encouraged.

Throughout 2010 the Committee reviewed monthly reports from the Personnel Director /Equal Opportunity Officer regarding employment opportunities for the Town. The principal focus of the Committee is to ensure that people of all races and ethnic backgrounds are given equal opportunity to apply for and receive positions of employment here in Arlington. The Committee continues to try to increase the number of minority and female applicants for positions of employment by communicating with the population at large through posting Town positions in media that serve different minority communities in the area. The Committee continues to strategize about new and inventive ways in which to attract qualified minority applicants.

The Personnel Director worked closely with the Committee in ensuring compliance with the Town's By-laws in regard to female and minority participation goals for all construction projects exceeding \$200,000 which include the renovation of the Highland Fire Station, Veteran's Memorial Rink, and Community Safety Building.



In addition to meeting with the Town's Purchasing Officer, the Committee continues to meet with Town Department heads to reinforce the message of the Equal Opportunity Plan, as well as offer their support in enhancing Equal Opportunity opportunities within the Town.

Any person interested in this issue of Equal Opportunity is encouraged to contact the Equal Opportunity Officer at 781-316-3121 or email [cmalloy@town.arlington.ma.us](mailto:cmalloy@town.arlington.ma.us).

## INFORMATION TECHNOLOGY

### Overview

Effective July 2007, the Annual Town Meeting voted to establish a consolidated town-wide Information Systems and Technology Department under the general supervision of the Town Manager. The functions of the Department fall into three broad categories:

Town and School hardware, networking, telecommunications, and software infrastructure support;

Town and School administrative applications, implementation, training, and support; and

School Academic applications implementation, training, and support.

The first two categories shall be under the management of the Town Manager and are supported in this budget item. The third shall be under School Superintendent and is supported in the school budget. The Information Technology Department is responsible for supporting, implementing, and upgrading over seventeen-hundred personal computers across Town and School departments, fifty PDA's, over four hundred printers, thirty six servers, Town and School network infrastructure, electronic communication systems, the Munis financial software system, PowerSchool (student information system), electronic security systems, integrated collection system, automated meter reading system, and numerous Town and School websites.

### Initiative Overview

In 2010 the Information Technology department continued to upgrade the Town and School information technology infrastructures, improve the systems performance and security, while accommodating various departmental requests. The Department now supports the Town and School's files, applications, websites, database servers, network, while adding new equipment as needed and consolidating systems.

Ongoing improvements are being made to the security infrastructure by upgrading anti-virus, anti-spyware and spam protection services. We continue to upgrade and reconfigure network switches and to provide both better performance and greater security. Arlington Public Schools upgraded its web infrastructure over the summer, moving to a Google environment for e-mail,

and using cloud computing for Google Docs, Calendar, and Google Sites both for administrators and classroom teachers.

### Initiatives

Transitioned Town and School to standardized virus protection and malware tools.

Implemented parent and student portal for remote access to Student Information System

Upgraded Town email system to enable broader support of PDA's.

Implemented enterprise inventory control system for Water Department in support of the AMR (Automated Meter Reading) System project.

Completed Phase 1 of the AMR System integration to Treasurers Integrated Collection System.

Replaced core network infrastructure in all nine schools, plus AHS data center to support a more reliable environment to support VOIP (Voice Over Internet Protocol) and POW (Power Over Ethernet).

Established a "Google Apps" cloud environment, hosting School email, document sharing, websites, calendar, and contacts to enhance collaborative teaching and learning programs.

Created and implemented a list server to support electronic communications across the Arlington Public School District.

Standardized and upgraded Town and School network security systems.

Installed wireless network pods to support online courses and group self-directed study groups at AHS.

Installed and built infrastructure to support 25 Ricoh Multifunctional devices (Printer, Scanner, Copier) to reduce the amount of paper created and streamline electronic distribution of scanned and shared documents.

Built redundant remote virtual primary domain controllers at Ottoson Middle School for real time fail-over and support of virtual environment at AHS.

Managed and installed Data and Phone wiring to support renovations and office moves for AYCC, Public Works, Stratton School, SPED, AHS, and Health and Human Services in the Central School.

Upgraded electrical wiring circuits to support the replacement and installation of new server room air conditioning system.

Installed Citrix secure remote access for teachers and administrators across the Arlington Public School District.

Continued inventorying software project to verify license compliance.

Installed Nutrakids Point of Sales cash registers in AHS Food Service Department

Upgrades to the Assessors Patriot System, Legal Department Document Management System, Recreation Department RecTrac system included new server

hardware and software.

Completed the installation of the Gibbs School building connection to the Towns fiber network backbone to support security and facility management systems.

Managed the Verizon FIOS installations to all Town and School buildings specified in the Towns agreement with Verizon.

Completed the Comcast analog to digital signal upgrade in all Town and School buildings as specified in the Towns agreement with Comcast.

Managed and installed Telecommunications systems and desktop systems in the new East Arlington Police Substation.

Major upgrades to PowerSchool and Munis – Completed major upgrades to mission critical applications that added features, functionality and for PowerSchool a Web interface.

Production Group – Created and printed approximately 165,000 water, real estate, and excise bills.

Online Donations – With Public Information Officer, developed online donations system for Human Services Department (Food Pantry, Fuel Assistance), with the ability to broaden for other Town donation types.

## **FY2011 Objectives**

Assess and create plan to select and implement a Town wide document management system.

Implement Phase 2 of the wireless automated water meter system.

Implement facilities booking program to coordinate reservation and use of Town and School facilities booking system.

Begin roll out of classroom technology upgrades.

Create plan for upgrading Town network routing and switching infrastructure.

Complete RFP process for credit card and electronic payments project for the Town and School.

Hire GIS coordinator to create and implement enterprise wide GIS plan.

Continue development and implementation of a multi-year disaster recovery program.

Begin wireless network design/build project for Arlington High School.

## **LEGAL DEPARTMENT**

The Legal Department functions as a full-service law office that furnishes legal opinions and legal advice on a daily basis on matters referred to it by the Board of Selectmen, Town Manager, School Department, and all other Town departments and the various boards and commissions. Additionally, the Department provides legal advice to all Town officials, boards, committees and employees concerning their legal responsibilities and prerogatives, attends meetings, and counsels Town

Departments on legal issues related to operational and project-related matters. The Town Counsel researches, drafts, and prepares warrant articles and votes for Town Meeting. The Department investigates all claims made against the Town and advises and monitors Town regulatory compliance in order to coordinate all legal affairs of local government. The Legal Department commences, prosecutes, and defends all legal actions and other matters on behalf of the Town in all state and federal and administrative proceedings.

As with any corporation, The Town of Arlington has constant involvement in contractual and other legal instruments with public, private, and governmental agencies. These include, but are not limited to, the purchase of properties and materials, rendering of services, awarding of grants, drafting of applications, contracts, leases, deeds, and other legally binding instruments. Moreover, the Legal Department is charged with drafting and reviewing a further array of legal instruments such as licenses, releases, easements, and a multitude of other documents as required for protection of the Town's interests in increasingly complex legal matters.

Moreover, the Legal Department is responsible for the management of the Town of Arlington's Workers' Compensation Self-Insurance program. From the timely processing of claims through the vigorous investigation of accidents, the Department aims to protect workers from the economic consequences of injury, promote safe work environments, and assist injured employees in both their medical recovery and return to work, with the overall goal of limiting the Town's liability while focusing on the fair treatment of injured workers. Coordinating with participating network pharmacies, the Legal Department manages an in-house prescription program with the goal of maximizing generic alternatives, providing greater control with the authorization for drugs outside our formulary design, reducing costs to the Town commencing at the point of fill and eliminating "first-fill" out-of-pocket prescription expense to the injured employee. In addition, the Department coordinates return-to-work programs and procedures to assist those injured employees in a safe and expedient integration back into the work force following an industrial injury. The Legal Department is prepared to, and does, litigate all contested Workers' Compensation cases before the Department of Industrial Accidents as well as tracking and commenting on any pending legislation affecting the Town's Workers' Compensation program.

The Legal Department oversees line-of-duty injury claims administration for all police and fire personnel and provides complete claims management for any injured on-duty uniformed employee of the police and fire divisions consistent with appropriate provisions of law, fairness to affected employees, and prudent financial practices.



The Legal Department appeared regularly in the District and Superior Courts of the Commonwealth for hearings on motions, including many significant dispositive motions as well as many successful hearings and trials. Furthermore, as the legal representative for the Town of Arlington the Legal Department has prevailed in several arbitrations and administrative proceedings .

## Future Objectives

In cooperation with the various Town departments, the Legal Department will work effortlessly to enhance a debt recovery program where monies owed to the Town of Arlington are recovered.

Additionally, the Department will be working with the Town's management team to develop requested legal and policy positions in a variety of substantive areas.

The Legal Department will also be charged with the review all existing Policies and Practices of the Board of Selectmen and make recommendations as to the process of making them more effective and up to

date. One recent example of this was rewriting of the policy governing "one-day" licenses for the sale of alcoholic beverages.

In conjunction with the Cable Advisory Committee the Legal Department has and will continue to provide assistance to the Board of Selectmen in its capacity as the Town's cable licensing authority.

The Legal Department will continue to be involved in adjudicatory hearings before the Federal Environmental Protection Agency (EPA) and the State Department of Environmental Protection (DEP) in order to eliminate the Somerville and Cambridge combined sewer outflows into Alewife Brook, which when activated have caused considerable flooding of untreated effluent affecting many abutters in East Arlington. The goal of the Town's involvement is to convince these regulatory agencies and municipalities to undertake substantive and immediate action to mitigate the unwholesome effects such overflow activity has on certain Arlington neighborhoods.



## FINANCE COMMITTEE

During 2010 Chairman Allan Tosti led the Finance Committee, assisted by Vice-Chairs Richard Fanning, Charles Foscett, and Alan Jones. Peter Howard served as secretary. The FinCom has twenty-one positions, one for each precinct. The appointing authority (Moderator, Trust Fund Commissioners Chair, FinCom Chair) acted to reappoint all members whose terms had been completed and to fill all but one vacant position.

In January the FinCom began its yearly effort to develop a comprehensive balanced Fiscal Year 2011 (FY11) budget recommendation for the Annual Town Meeting, which begins in April. At least one of the Finance Committee subcommittees reviewed each departmental budget with the department head. The school budget subcommittee attended School Committee meetings in order to gain an understanding of the school budget. Hearings were held on all Warrant Articles requiring an appropriation or having a financial impact. Twenty-eight full committee meetings were held which, when combined with numerous subcommittee meetings, made for a busy winter and spring schedule. The Committee's report was distributed to Town Meeting members at the first meeting.

Because of the continuing recession, budget decisions were again difficult. Although FY11 would be the first year after the end of the five year plan, the Town was able to end FY10 with a balance of more than a \$1.5 in the Override Stabilization Fund. This, together with continued federal funds and some staff reductions, allowed the Town to handle an initially estimated \$4.6 million deficit without very serious reductions in most departments.

The School Committee's proposed level service budget for FY11 exceeded the available revenues by more than \$4 million. The School Committee, using conservative revenue estimates, made sizable service reductions and significantly increased fees. This situation was relieved somewhat by a private fundraising effort.

The schools, however, suffered shortfalls in revenues and unexpected expenses during FY10. In the summer, the auditors discovered a significant overrun of \$1.5 million. At a Special Town Meeting in the fall, Town Meeting Members approved a School Committee proposal to reduce the FY11 budget to compensate for the FY10 overrun. Town Meeting also supported an increase in the Reserve Fund as a hedge against future deficits.

The Finance Committee also continued to monitor other ongoing activities that could have a large financial impact through regular reports by Town officials. Of particular concern this year was the cost of health insurance and the reluctance of the Town's employees to join the State health insurance plan. This reluctance

will make the difficulty of balancing next year's budget (FY12) even more difficult. Other ongoing issues include funding for the final round of school renovations, the renovation of the Town's fire stations, the increasing costs of pensions, the capital cost of renovating the Minuteman Tech building, and funding the liability for retired Town employee health insurance. The Finance Committee will continue to work with other Town officials and citizens to deal with these issues and will keep the Town Meeting informed of the Town's progress.

## OFFICE OF THE TREASURER & COLLECTOR OF TAXES

### Mission Statement

The Office of Treasurer & Collector of Taxes is responsible for the collecting and custodianship of all funds and receipts belonging to the Town of Arlington.



*Stephen J. Gilligan, Treasurer & Collector of Taxes*

### Overview

The Office of the Treasurer & Collector of Taxes consists of four divisions under the Treasurer/Collector. The four divisions are: Treasury, Collector, Payroll, and Postal. The Treasurer also serves as Parking Clerk.

The Town Treasurer and Collector of Taxes is responsible for managing and directing the tax billing and collection process, receiving all monies from Town departments, securing and depositing Town monies, and for managing, planning, and directing the Town's financial policies relating to cash management, investment management, and debt management in accordance with Massachusetts General Laws. The Treasurer serves as Custodian of Funds for all Town monies. The Treasurer performs his fiduciary responsibility by developing investment and borrowing strategies based on financial best practices, consultations with financial advisors and investment institutions, and participating in government finance officer's seminars and conferences. Mr. Gilligan is an active member of both the Massachusetts Collectors & Treasurers Association, and the national Govern-



ment Finance Officers Association of the US & Canada. Mr. Gilligan is a Certified Massachusetts Assessor and a Member of the Board of Directors of the New England States Government Finance Officers Association.

## Program Description

The Treasurer/Collectors office is responsible for the proper handling and management of all monies belonging to the Town. Included within these responsibilities are the following:

Responsible for the billing and collecting of all Real Estate Tax, Personal Property Tax, Motor Vehicle Excise Tax, Parking fines and Permit fees, Water & Sewer accounts, and collecting all Town and School Department(s) receipts. Payments are received directly in the Treasurer's Office, through the mail, via online electronic checking transactions, and lock-box.

Receiving and reconciling all deposits from all departments and authorities that charge fees and/or receive monies. Supports and assists all departments in the collection of delinquent accounts.

Enable and coordinates School, Recreation, Human Services, Fire/Ambulance, Library, Inspections departments to make deposits directly into our depository bank; daily, overnight, and weekends.

Responsible for deposits and investment of all Town funds.

Determine cash flow to meet vendor and payroll warrants.

Supervise and direct all short and long-term borrowings. Strategic goal is to maintain the highest possible Bond Rating, based on the Town's financial reserve and budgetary situation

Manage Treasurer's relationships with finance professionals and institutions that provide custodial, investment, and banking services.

Responsible for promoting and administering the Arlington Citizens Scholarship Foundation/Dollars For Scholars Program.

Provide quality customer service to all Town residents in the performance of the above-described duties.

## Budget Statement/Future Outlook

The Treasurer's Office continues to scrutinize its current budget for any potential savings, while being mindful of the critical importance to maintain resources sufficient to collect and/or process over \$113 Million in Town revenues.

Given the current economy, interest income revenue will be significantly lower than previous years.

## 2010 Initiatives

Request for Disaster Recovery and operations continuity planning formally presented to, and agreed to by Town Manager for 2011 completion. Treasurer's office agreed to actively support efforts by Town departments and appointed committees to gather data and build town-wide template for disaster recovery operations.

## 2011 Initiatives

Issue a Request For Proposal (RFP) to increase rate of return and reduce management fees for Employee 457 Savings plan.

## 2011 Objectives

Issue RFP in March 2011 to add additional electronic payment capabilities for debit and credit cards. Complete implementation by end of June 2011.

The Treasurer's office continues to work with the IT Department on critical projects to ensure the applications, programs, and information technology requirements of the Office are managed effectively.

## Major Accomplishments 2010

Managed first full-year of Town of Arlington's relationship with new Investment Advisor. Current net realized gain on all trust fund accounts is 12.57%.

Attained a top rating of Triple-A ("AAA") from Standard & Poor's rating agency for the fifth consecutive borrowing. Arlington is a member of a group of 20 communities in Massachusetts attaining this highest designation.

Office of Treasurer & Collector of Taxes	Performance Metrics Over 5 Years				
	FY 2006	FY 2007	FY 2008	FY 2009	FY 2010
Real Estate Bills Processed	60,000	60,000	60,000	59,988	60,084
Motor Excise Bills Processed	40,000	40,000	40,000	35,507	32,112
Water & Sewer Bills Processed	25,000	25,000	25,000	24,817	24,849
Liens - Revenue from Water & Sewer Delinquencies	\$68,675	\$104,758	\$126,419	\$140,465	\$134,180
Lien Certificates Processed	1,323	2,211	1,603	1,170	1,452
Revenue from Lien Certificates	\$33,075	\$39,600	\$29,250	\$57,873	\$72,600

*Bills processed excludes subsequent delinquent bills and notices.*



Managed successful annual borrowing of \$7,258,000, 20-year bond with an average interest rate of 2.599% tax-exempt, with a "AAA" rating from Standard and Poor's.

Managed successful borrowing of \$1,310,000 Taxable Bond Anticipation Notes, relating to the Symmes Redevelopment Project, with an interest rate of 1.009% taxable and a SP-1+ rating to the note issue.

Successfully completed a Banking Services RFP, and executed a new Banking Services contract, with all Town funds fully-collateralized, with enhanced services.

Treasurer's Office continues to achieve one of the best commitment-to-collection ratios of real estate and personal property taxes of any community in Massachusetts by developing internal collection procedures with a focus on end-of-fiscal-year results. Real Estate Tax collections = 99.995%

Aggressively managed the on time issuance of all billing and collections for Real Estate Tax, Motor Excise Tax, Water & Sewer, and Parking, accurately and on time to avoid short-term borrowing.

## Performance / Workload Indicators

Issuing, processing, and collecting 60,084 Real Estate bills, 35,112 Motor Excise bills, and 24,849 Water & Sewer bills. Initial bills issued: 120,045, plus 22,324 subsequent delinquency bills / notices. Total bills issued: 142,369. All bills issued and mailed on time, meeting legal mandates.

Managed \$80M Real Estate Tax collections down to delinquent receivables of only 67 Tax Title accounts.

Advertise all delinquent Real Estate accounts within the same fiscal year.

Lien Certificates processed: FY06 -1,323; FY 07 -1,584; FY 08 -1,170; FY09 -1,603; FY10 -1,452.

Revenue from Lien Certificates: \$33,075 -FY06; \$39,600 -FY07; \$29,250 -FY08; \$57,873 -FY09, FY10 -\$72,600

Lien all delinquent water accounts onto real estate bills annually. Total annual amounts:

FY06 - \$68,675, FY07 - \$104,758, FY08 - \$126,419, and FY09 - \$140,465, FY10 - \$134,180. Treasurer's office utilizes management best practices to better enable our reducing these amounts to less than 1.5% of the annual Water & Sewer amounts committed for collection.

Preparation of financial material for receipts, deposits, investments, income, and debt for annual Town audits.

## COMPTROLLER/TELEPHONE

The Comptroller's Office is responsible for the Town's books of account and financial records, verifying appropriations for all purchase orders, processing invoices for payment, approval of all payrolls and other warrants, balancing monthly appropriation reports, and other financial reporting as governed by Federal and State governments. The Comptroller is responsible for the direct management and supervision of the Telephone department.

The Telephone department is responsible for the operations of the Town and School phone system, including maintaining the two PBX's and voicemail systems.

## Major Accomplishments for 2010

- Closed books on a timely basis and had Town audit and free cash certified on a timely basis.
- Enhanced quarterly report to the Board of Selectmen.
- VoIP Readiness Report completed.

Performance Metrics				
	2007	2008	2009	2010
General Ledger Entries	91,349	99,138	101,989	114,879
Purchase Orders Processed	5,452	5,381	5,150	5,142
Accounts Payable Batches Processed	982	1,007	1,000	1,181

## 2011 Objectives

- Research the feasibility of electronically distributing payroll direct deposit stubs.
- Review and enhance Town reports.
- Consolidate some of the Town/School financial operations.
- Streamline the Town's phone system.

## BOARD OF ASSESSORS

At the annual election held in April of 2010, James F. Doherty, MAA, was re-elected for a three-year term to the Board of Assessors. At the organizational meeting of the Board of Assessors, Mary Winstanley O'Connor, Esquire, was elected Chairman and Kevin P. Feeley, Esquire, was elected Vice Chairman.

In 2010 the Board of Assessors completed their re-inspection program by Patriot Properties Inc. to meet the requirements of the Department of Revenue and comply with Massachusetts General Law (MGL). The Board also completed the triennial revaluation in compliance with MGL.

The Board of Assessors committed 15,590 real estate and personal property tax bills to the Tax Collector for collection for Fiscal Year 2011. These bills raised a total of \$85,958,974 in property and personal property taxes. The total assessed value of all taxable real estate and personal property for Fiscal Year 2011 was \$6,926,589,397, which resulted in a tax rate of \$12.41 per thousand dollars of assessed value. The board also committed over 45,000 automobile excise tax bills for collection of an estimated income of \$3,500,000.

The Board extends their sympathy to the family of our Office Manager, Helen Chinal. Helen lost her valiant battle with cancer in September. She was a valued member of our office for over 24 years. While her position will be filled, she will never be replaced. The Board would also like to thank all taxpayers for their cooperation and the Assessing Office staff for their continued support and for a job well done in 2010.

## Tax Abatement Overlay

State law requires that the Assessors put aside funds from each tax levy in a reserve that is called an Overlay. This account is established in anticipation that a certain percentage of the tax levy may end up being abated. Individual tax abatements are paid out of this fund. The final amount of the overlay account is determined by the Assessors and added to the tax rate without appropriation, and is usually set at anywhere from 1% to 2.5% of the tax levy. In revaluation years, which occur every three years, the overlay account is usually set at a higher amount in anticipation of an increased number of abatements. In FY2011, the overlay account is set at \$600,000. Any surplus left in an overlay account is appropriated by Town Meeting in much the same manner as free cash. Below is a chart showing the disposition of Overlay funds for the last three years. Prior to FY2008, the reserve balance from all prior fiscal years is \$122,439.



# FINANCIAL MANAGEMENT SERVICES

## ASSESSMENT DATA

Tax Abatement Overlay Funds			
	FY2008	FY2009	FY2010
Overlay Amount	\$651,772	\$566,909	\$1,153,427
Abatements & Exemptions To-Date	\$500,217	\$502,715	\$483,555
Declared Surplus to General Fund	\$65,401	\$0	\$500,000
Reserved for Additional Liability	\$86,154	\$64,194	\$169,872

Valuation and Tax Levy			
Fiscal Year	Total Assessed Valuation	Tax Levy	Tax Rate*
2011	\$6,926,589,397	\$85,958,974	\$12.41
2010	\$6,892,736,257	\$83,471,036	\$12.11
2009	\$6,790,772,343	\$80,946,006	\$11.92
2008	\$6,883,264,284	\$78,813,376	\$11.45
2007	\$7,011,721,520	\$76,778,350	\$10.95
2006	\$6,483,756,733	\$73,578,994	\$11.34
2005	\$6,007,309,836	\$65,719,969	\$10.94
2004	\$5,990,614,666	\$63,740,140	\$10.64
2003	\$4,500,135,559	\$61,246,845	\$13.61
2002	\$4,266,984,229	\$59,097,731	\$13.85
2001	\$4,239,775,439	\$55,838,267	\$13.17
2000	\$3,063,254,230	\$54,097,069	\$17.66
1999	\$3,504,316,820	\$52,443,515	\$17.17
* Tax rate expressed in per thousand dollars of assessed value			

Percent of Tax Levy by Class					
CLASS	TYPE	Fiscal Year			
		2008	2009	2010	2011
I	RESIDENTIAL	94.3933	94.3933	94.0546	93.9935
II	OPEN SPACE	.000	.000	.000	.000
III	COMMERCIAL	4.2688	4.4889	4.2661	4.2786
IV	INDUSTRIAL	.3158	.3208	.3042	.3028
V	PERSONAL PROPERTY	1.0221	1.2071	1.3751	1.4251
TOTAL			100.00	100.00	100.00



# FINANCIAL MANAGEMENT SERVICES

## ASSESSMENT DATA

TAX RATE COMPONENTS FY 2007 - FY2011					
	2007	2008	2009	2010	2011
LEVY BASE	\$9.54	\$10.09	\$10.58	\$10.78	\$11.10
2 1/2%	\$0.24	\$0.25	\$0.26	\$0.27	\$0.28
GROWTH	\$0.13	\$0.09	\$0.09	\$0.11	\$0.09
OVERRIDE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
WAT & SEW DEBT EXCL	\$0.80	\$0.81	\$0.82	\$0.81	\$0.81
SCHOOL DEBT EXCLU	\$0.25	\$0.21	\$0.16	\$0.15	\$0.14
TAX RATE *	\$10.95	\$11.45	\$11.92	\$12.11	\$12.41

\*Tax Rate = (Amount to be raised)/(Total Taxable Assessed Valute)\*1,000

DETAILS OF TAX RATE CALCULATION					
	2007	2008	2009	2010	2011
MAX LEVY PRIOR FY	\$66,906,029	\$69,465,927	\$71,842,588	\$74,281,565	\$76,865,559
2.50%	\$1,672,651	\$1,736,648	\$1,796,065	\$1,857,039	\$1,921,639
GROWTH	\$887,247	\$640,013	\$642,912	\$726,955	\$656,751
OVERRIDE	\$0	\$0	\$0	\$0	\$0
MAXIMUM LEVY	\$69,465,927	\$71,842,588	\$74,281,565	\$76,865,559	\$79,443,949
LEVY INC %	3.83%	3.42%	3.39%	3.48%	3.35%
LEVY INC \$	\$2,559,897	\$4,936,559	\$4,815,638	\$2,583,994	\$2,578,390
W/S DEBT	\$5,593,112	\$5,593,112	\$5,593,112	\$5,593,112	\$5,593,112
DEBT EX	\$1,755,952	\$1,436,024	\$1,119,201	\$1,025,542	\$945,868
MAX TO BE RAISED	\$76,814,991	\$78,871,724	\$80,993,878	\$83,484,213	\$85,982,929
ACTUAL RAISED	\$76,778,350	\$78,813,376	\$80,946,006	\$83,471,036	\$85,958,974
EXCESS LEVY	\$36,641	\$58,348	\$47,872	\$13,177	\$23,955
TOTAL TAXABLE ASSESSED VALUE	\$7,011,721,520	\$6,883,264,284	\$6,790,772,343	\$6,892,736,257	\$6,926,589,397
TOTAL AV % INCREASE	8.14%	-1.83%	-1.34%	1.50%	0.49%
TAX RATE	\$10.95	\$11.45	\$11.92	\$12.11	\$12.41
PENNY ON TAX RATE	\$70,117	\$68,833	\$67,908	\$68,927	\$69,266
AVE ASSED VAL SINGLE FAMILY	\$486,431	\$475,289	\$465,952	\$477,218	\$479,345
AVE TAXES SINGLE FAMILY	\$5,326	\$5,442	\$5,554	\$5,779	\$5,949

\* All numbers subject to rounding and final DOR Certification.

# FINANCIAL MANAGEMENT SERVICES

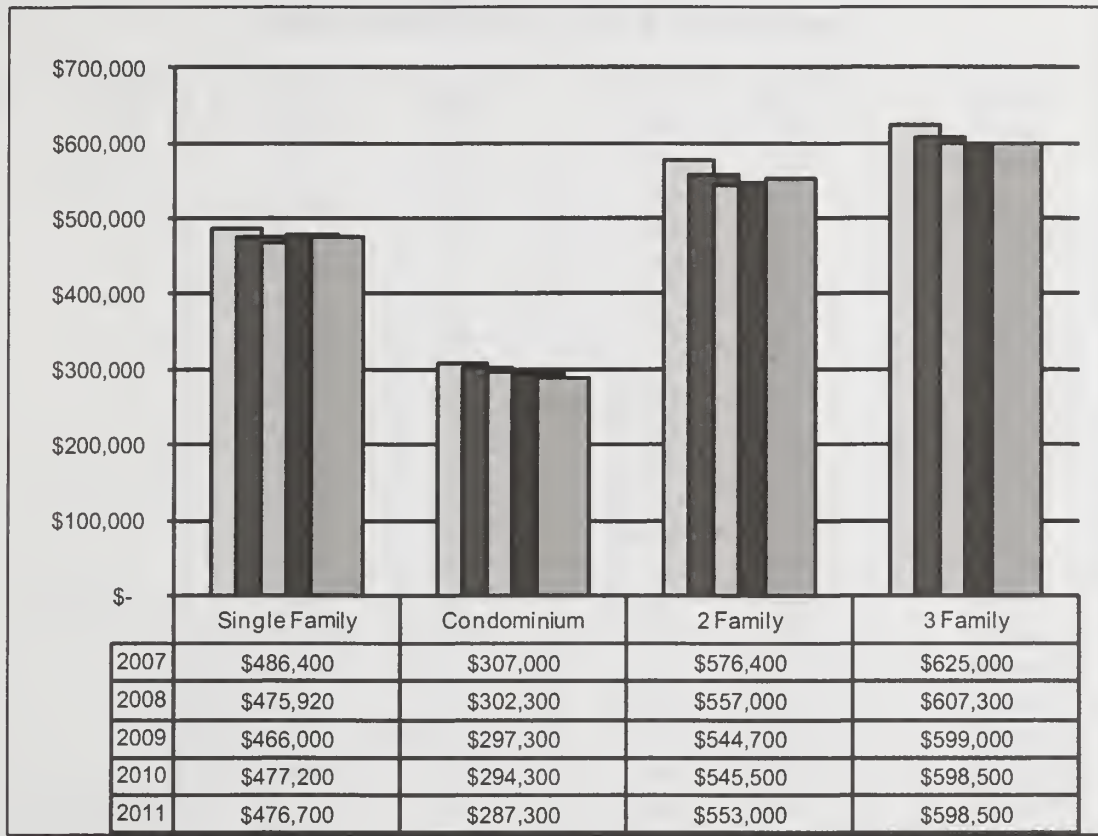
## ASSESSMENT DATA

Summary of Revaluation by State Class Code FY2010 vs FY2010					
	FY 2011		FY 2010		FY11 vs FY10
Property Type	Par-cels	Assessed Value	Par-cels	Assessed Value	Percent (+/-)
Residential		6,510,546,607		6,482,861,607	0.43%
Open Space		0.00		0.00	
Commercial		296,363,250		293,960,550	0.82%
Industrial		20,969,800		20,969,800	0.00%
Total Real Est	14,687	6,827,879,657	14,650	6,797,791,957	0.44%
Personal Prop	573	98,709,740	669	94,783,100	4.14%
Total Real & PP	15,260	6,926,589,397	15,319	6,892,575,057	0.49%
Exempt	331	422,236,000	331	422,236,000	
<b>Grand Total</b>	<b>15,591</b>	<b>7,348,825,397</b>	<b>15,650</b>	<b>7,314,811,057</b>	

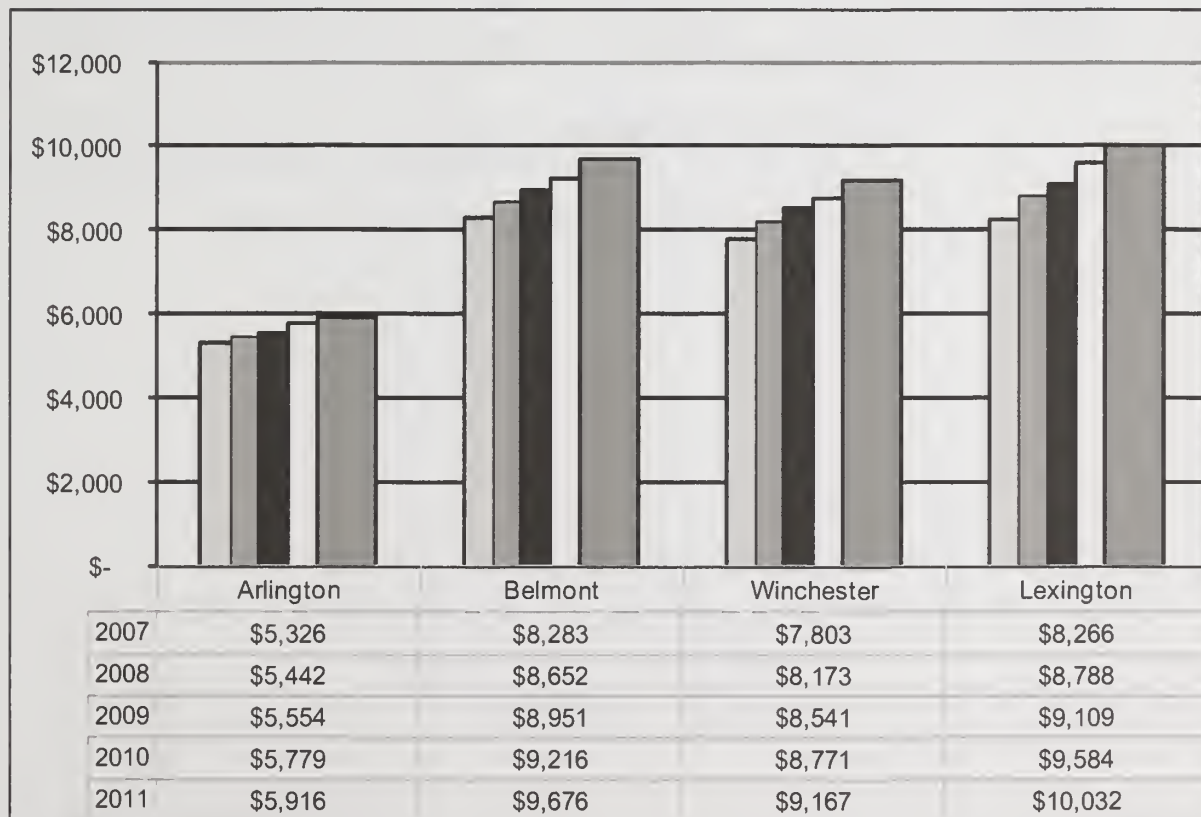
Summary Details									
	FY 2011					FY 2010			FY11 vs FY1
Property Type	Par-cels	Assessed Value	Avg. As-sessed Value	Par-cels (+/-)	Avg. As-sessed Value (+/-)	Par-cels	Assessed Value	Avg. As-sessed Value	Per-cent (+/-)
Single Family	7,986	3,807,210,300	476,736	8	-478	7,978	3,807,210,300	477,214	0.00%
Condominium	3,106	892,498,700	287,347	73	-6,916	3,033	892,498,700	294,263	0.00%
Misc	13	9,639,100	741,469	0	0	13	9,639,100	741,469	0.00%
2 Family	2,400	1,327,263,560	553,026	-33	7,501	2,433	1,327,263,560	545,526	0.00%
3 Family	215	128,672,000	598,474	0	0	215	128,672,000	598,474	0.00%
Apartments	146	255,910,000	1,752,808	-1	11,924	147	255,910,000	1,740,884	0.00%
Res Land	329	24,890,600	75,655	-8	1,796	337	24,890,600	73,859	0.00%
Open Space	0					0			
Commercial	387	255,873,300	661,171	-2	3,399	389	255,873,300	657,772	0.00%
Industrial	23	20,969,800	911,730	0	0	23	20,969,800	911,730	0.00%
Ch Land	0	0	0	0		0	0	0	
Ch Land	0	0	0	0		0	0	0	
Ch Land	4	4,139,397	1,034,849	1	-344,950	3	4,139,397	1,379,799	0.00%
Mixed Use(Res)	78	36,777,347	906,733	-1	11,478	79	36,777,347	895,256	0.00%
Mixed Use(Com)	0	33,947,853		0		0	33,947,853		
Per Prop	351	4,531,010	12,909	-74	2,248	425	4,531,010	10,661	0.00%
Per Prop	206	6,449,880	31,310	-22	3,021	228	6,449,880	28,289	0.00%
Per Prop	0	0		0		0	0		
Per Prop	2	44,204,750		0	0	2	44,204,750	22,102,375	0.00%
Per Prop	7	30,536,900	4,362,414	0	0	7	30,536,900	4,362,414	0.00%
Per Prop	2	7,123,600	3,561,800	0	0	2	7,123,600	3,561,800	0.00%
Per Prop	5	1,936,960	387,392	0	0	5	1,936,960	387,392	0.00%
<b>Total</b>	<b>15,260</b>	<b>6,892,575,057</b>				<b>15,319</b>	<b>6,892,575,057</b>		<b>0.00%</b>

## ASSESSMENT DATA

Average Assessed Values 2007-2011



Average Taxes 2007-2011





# FINANCIAL MANAGEMENT SERVICES

**Assessor's Office  
Town of Arlington  
Tax Rate Per \$1,000 of Assessed Value**

YEAR	RATE
1929	\$30.00
1930	\$30.40
1931	\$31.40
1932	\$30.40
1933	\$30.40
1934	\$33.00
1935	\$33.00
1936	\$34.00
1937	\$35.60
1938	\$35.20
1939	\$36.80
1940	\$35.80
1941	\$34.80
1942	\$35.60
1943	\$32.00
1944	\$32.00
1945	\$34.40
1946	\$38.00
1947	\$42.80
1948	\$44.20
1949	\$46.20
1950	\$50.40
1951	\$54.20
1952	\$56.40
1953	\$57.60

YEAR	RATE
1954	\$54.50
1955	\$59.20
1956	\$69.20
1957	\$70.40
1958	\$71.20
1959	\$74.00
1960	\$78.20
1961	\$82.60
1962	\$85.00
1963	\$84.60
1964	\$92.60
1965	\$97.60
1966	\$97.60
1967	\$106.00
1968	\$124.00
1969	\$41.00
1970	\$48.20
1971	\$51.80
1972	\$56.80
1973	\$56.80
1973	\$28.20
1974	\$74.00
F75	\$67.20
F76	\$67.20
F77	\$74.80

YEAR	RATE
F78	\$78.00
F79	\$84.60
F80	\$81.00
F81	\$87.00
F82	\$73.50
F83	\$22.70
F84	\$23.43
F85	\$23.96
F86	\$16.49
F87	\$17.24
F88	\$17.66
F89	\$10.86
F90	\$11.25
F91	\$12.47
F92	\$13.84
F93	\$14.52
F94	\$15.55
F95	\$16.06
F96	\$16.54
F97	\$17.08
F98	\$16.73
F99	\$17.17
F00	\$17.66
F01	\$13.17
F02	\$13.85

YEAR	RATE
F03	\$13.64
F04	\$10.61
F05	\$10.94
F06	\$11.34
F07	\$10.95
F08	\$11.45
F09	\$11.92
F10	\$12.11
F11	\$12.41

## Recapitulation of the Fiscal Year 2011 Tax Rate \$12.41 / \$1,000 of Assessed Value

### DEBITS

Appropriations	\$ 121,572,590
Court Judgments	\$ 5,000
Cherry Sheet Offset	\$ 58,547
Revenue Deficits	\$ -
State and County Charges	\$ 2,664,790
Snow and Ice Deficit	\$ 399,105
Allowance for Abatements & Exemptions	\$ 670,330
Other (School Deficit)	\$ 1,719,365
<b>Total Debits</b>	<b>\$ 127,089,727</b>

### CREDITS

State Receipts	\$ 16,107,825
Local Receipts	\$ 20,775,720
Free Cash	\$ 582,051
Other Available Funds	\$ 1,585,157
Overlay Surplus	\$ 2,080,000
<b>Total Credits</b>	<b>\$ 41,130,753</b>

<b>Amount to be Raised by Taxation</b>	<b>\$ 85,958,974</b>
<b>Town Property Valuation</b>	<b>\$ 6,926,589,397</b>

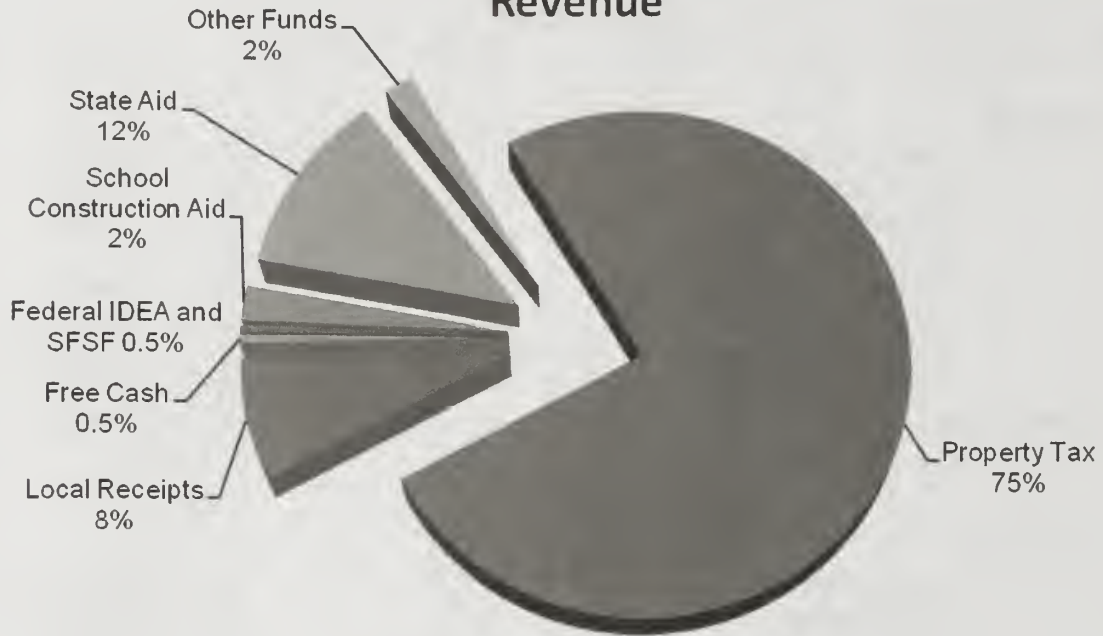
Setting the Tax Rate: Divide the **Amount to be Raised by Taxation** by the **Town Property Valuation**, then multiply by 1,000

$$(\$85,958,974 \div \$6,926,589,397) \times 1,000 = \$12.41$$

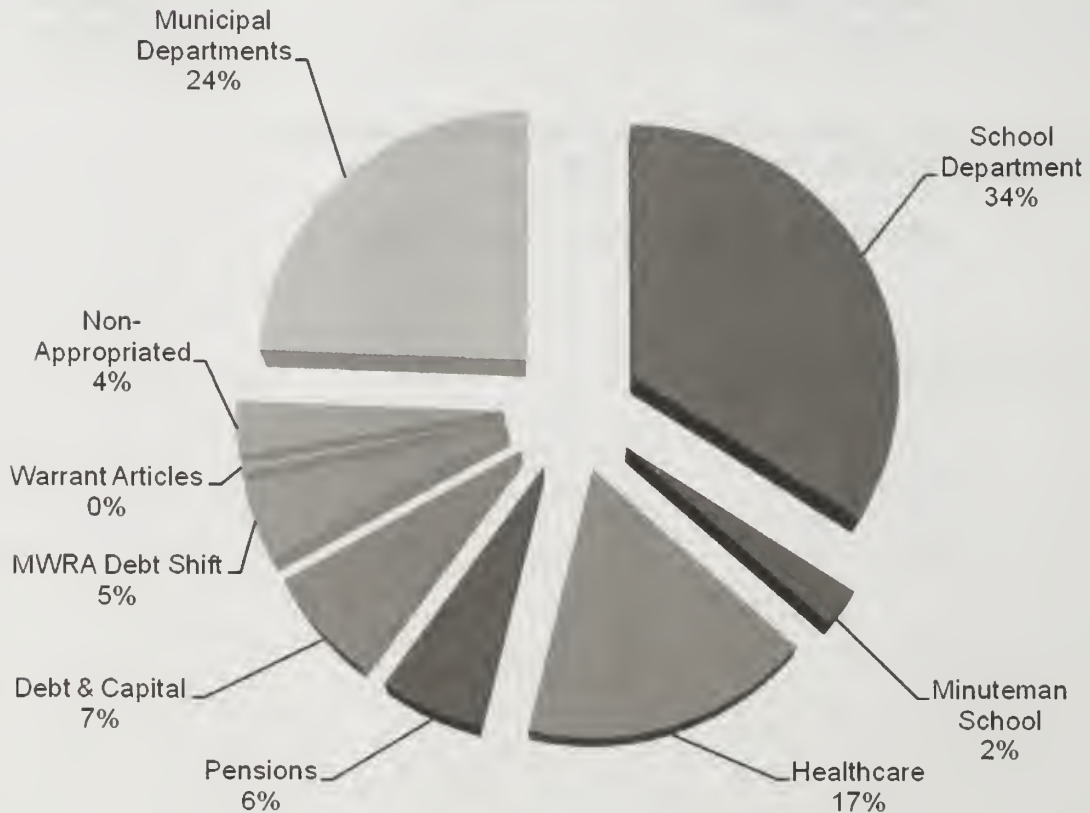
Source: Tax Rate Recapitulation Sheet

## FISCAL YEAR 2011

### Revenue



### Expenditures





## Independent Auditors' Report

To the Board of Selectmen  
Town of Arlington, Massachusetts

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We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Town of Arlington, Massachusetts, as of and for the fiscal year ended June 30, 2010 (except for the Arlington Contributory Retirement System which is as of and for the year ended December 31, 2009), which collectively comprise the Town's basic financial statements as listed in the table of contents. These financial statements are the responsibility of the Town of Arlington, Massachusetts' management. Our responsibility is to express opinions on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinions.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Town of Arlington, Massachusetts, as of June 30, 2010 (except for the Arlington Contributory Retirement System which is as of December 31, 2009), and the respective changes in financial position and cash flows, where applicable, thereof for the fiscal year then ended in conformity with accounting principles generally accepted in the United States of America.

In accordance with *Government Auditing Standards*, we have also issued our report dated November 22, 2010, on our consideration of the Town of Arlington, Massachusetts' internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be read in conjunction with this report in considering the results of our audit.

Management's discussion and analysis, located on the following pages, and the schedule of revenues, expenditures and changes in fund balance – general fund – budgetary basis, retirement system schedule of employer contributions, retirement system schedule of funding progress, other postemployment benefits schedule of funding progress and employer contributions and other postemployment benefits actuarial methods and assumptions, located after the notes to the basic financial statements, are not a required part of the basic financial statements but are supplementary information required by accounting principles generally accepted in the United States of America. We have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the required supplementary information. However, we did not audit the information and express no opinion on it.



November 22, 2010

## *Management's Discussion and Analysis*

As management of the Town of Arlington, we offer readers of these financial statements this narrative overview and analysis of the financial activities for the fiscal year ended June 30, 2010. We encourage readers to consider the information presented in this report.

### **Overview of the Financial Statements**

This discussion and analysis are intended to serve as an introduction to the Town of Arlington's basic financial statements. These basic financial statements comprise three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements. This report also contains other required supplementary information in addition to the basic financial statements.

**Government-wide financial statements.** The *government-wide financial statements* are designed to provide readers with a broad overview of finances, in a manner similar to private-sector business.

The *statement of net assets* presents information on all assets and liabilities, with the difference between the two reported as *net assets*. Over time, increases or decreases in net assets may serve as a useful indicator of whether the financial position is improving or deteriorating.

The *statement of activities* presents information showing how the government's net assets changed during the most recent fiscal year. All changes in net assets are reported as soon as the underlying event giving rise to the change occurs, *regardless of the timing of related cash flows*. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods (e.g., uncollected taxes and earned but unused vacation leave).

Both of the government-wide financial statements distinguish functions that are principally supported by taxes and intergovernmental revenues (*governmental activities*) from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (*business-type activities*). The governmental activities include general government, public safety, education, public works, community development, human services, library, culture and recreation, claims and judgments, and interest. The business-type activities include the activities of the water and sewer department, youth services, council on aging, veterans' rink and the recreation department.

**Fund financial statements.** A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. Fund accounting is used to ensure and demonstrate compliance with finance-related legal requirements. All of the funds can be divided into three categories: governmental funds, proprietary funds, and fiduciary funds.

**Governmental funds.** *Governmental funds* are used to account for essentially the same functions reported as *governmental activities* in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund statements focus on *near-term inflows of spendable resources*, as well as on *balances of spendable resources* available at the end of the fiscal year. Such information may be useful in evaluating a government's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for *governmental funds* with similar information presented for *governmental activities* in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between *governmental funds* and *governmental activities*.

The Town of Arlington adopts an annual appropriated budget for its general fund. A budgetary comparison schedule has been provided for the general fund to demonstrate compliance with this budget. The budgetary comparison schedule is reported following the notes to the basic financial statements as required supplementary information.

**Proprietary funds.** The Town maintains one type of proprietary fund. *Enterprise funds* are used to report the same functions presented as *business-type activities* in the government-wide financial statements. The Town uses enterprise funds to account for its water and sewer, youth services, Council on Aging, Veterans' Rink and recreation department activities.

**Fiduciary funds.** Fiduciary funds are used to account for resources held for the benefit of parties outside the government. Fiduciary funds are *not* reflected in the government-wide financial statement because the resources of those funds are *not* available to support the Town's own programs. The accounting used for fiduciary funds is much like that used for proprietary funds.

**Notes to the basic financial statements.** The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements.

## Government-wide Financial Analysis

As noted earlier, net assets may serve over time as a useful indicator of a government's financial position. For governmental activities, assets exceeded liabilities by \$104.7 million at the close of fiscal year 2010.

The largest portion of the Town's net assets, \$87.7 million, 84%, reflects its investment in capital assets (e.g., land, buildings, machinery, and equipment), less any related debt used to acquire those assets that are still outstanding. The Town uses these capital assets to provide services to citizens; consequently, these assets are *not* available for future spending. Although the investment in its capital assets is reported net of its related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

An additional portion of the net assets \$8.8 million, 8% represents resources that are subject to external restrictions on how they may be used. The remaining balance of unrestricted net assets \$8.2 million, 8% may be used to meet the government's ongoing obligations to citizens and creditors.



# FINANCIAL MANAGEMENT SERVICES

## Governmental Activities

	Balance at June 30, 2010	Balance at June 30, 2009	Increase (Decrease)
<b>Assets:</b>			
Current assets.....	\$ 51,444,097	\$ 48,995,314	\$ 2,448,783
Noncurrent assets (excluding capital).....	18,104,617	20,359,711	(2,255,094)
Capital assets.....	115,258,148	115,212,571	45,577
<b>Total assets.....</b>	<b>184,806,862</b>	<b>184,567,596</b>	<b>239,266</b>
<b>Liabilities:</b>			
Current liabilities (excluding debt).....	12,102,100	12,894,340	(792,240)
Noncurrent liabilities (excluding debt).....	12,451,448	6,156,651	6,294,797
Current debt.....	12,684,000	12,305,000	379,000
Noncurrent debt.....	42,845,000	41,290,000	1,555,000
<b>Total liabilities.....</b>	<b>80,082,548</b>	<b>72,645,991</b>	<b>7,436,557</b>
<b>Net Assets:</b>			
Capital assets net of related debt.....	87,746,066	87,212,587	533,479
Restricted.....	8,826,403	8,734,994	91,409
Unrestricted.....	8,151,845	15,974,024	(7,822,179)
<b>Total net assets.....</b>	<b>\$ 104,724,314</b>	<b>\$ 111,921,605</b>	<b>\$ (7,197,291)</b>

At the end of the current fiscal year, the Town is able to report positive balances in all three categories of net assets, both for the government as a whole, as well as for its separate governmental and business-type activities. The same situation held true for the prior fiscal year. Within the business-type activities, the Town reported a \$19,000 deficit balance for the youth services enterprise fund which is the result of recording \$63,000 in long-term other postemployment benefits.

The governmental activities net assets decreased by \$7.2 million during the current fiscal year. The primary reasons for this decrease were the recognition of the other postemployment benefit obligation of approximately \$6.3 million; a \$498,000 transfer from the general government to the other postemployment benefits trust fund which is reported as a fiduciary fund and, accordingly, is not included in the government-wide financial statements; and the use of approximately \$3.4 million in stabilization funds to finance current operations.

Of the decrease in noncurrent assets (excluding capital), \$2 million is due to the reduction in the intergovernmental receivable from the Massachusetts School Building Association, as school construction funds are received annually which are used to retire debt outstanding for school construction projects.

In prior fiscal years the Town had recognized decreases in the market value of investments in the trust accounts, some of which are categorized within the special revenue and permanent funds within the governmental activities. In fiscal year 2010, the Town recouped some of the losses through a settlement with the investment advisor. This has resulted in a significant increase in unrestricted investment income.

The reduction in nonrestrictive grants and contributions is almost entirely the result of a net decrease in unrestricted state aid and lottery funds totaling \$1.8 million.

The increase in operating grants and contributions is primarily the result of federal recovery act grants received in fiscal year 2010.

# FINANCIAL MANAGEMENT SERVICES

General governmental expenditures decreased by \$1.2 million from 2009 to 2010. This is due to increased costs in fiscal year 2009 for legal expenses and revaluation costs and because a non-capital portion of the Reeds Brook project was expensed by the Town in fiscal year 2009.

## Governmental Activities

	June 30, 2010	June 30, 2009	Increase (Decrease)
<b>Program revenues:</b>			
Charges for services.....	\$ 10,166,337	\$ 9,047,461	\$ 1,118,876
Operating grants and contributions.....	31,592,875	27,903,309	3,689,566
Capital grants and contributions.....	439,717	1,261,570	(821,853)
<b>General revenues:</b>			
Real estate and personal property taxes.....	82,619,163	80,231,602	2,387,561
Tax liens.....	365,156	195,242	169,914
Motor vehicle and other excise taxes.....	3,757,148	3,775,636	(18,488)
Hotel/motel tax.....	165,114	136,490	28,624
Penalties and interest on taxes.....	267,528	172,006	95,522
Nonrestricted grants and contributions.....	7,202,804	8,937,673	(1,734,869)
Unrestricted investment income.....	273,786	(1,541,229)	1,815,015
Miscellaneous revenues.....	88,067	10,967	77,100
<b>Total revenues.....</b>	<b>136,937,695</b>	<b>130,130,727</b>	<b>6,806,968</b>
<b>Expenses:</b>			
General government.....	9,914,031	11,091,158	(1,177,127)
Public safety.....	23,893,787	22,816,248	1,077,539
Education.....	79,863,607	77,464,198	2,399,409
Public works.....	12,913,532	12,675,549	237,983
Community and economic development.....	4,545,071	4,268,507	276,564
Human services.....	1,617,701	1,376,459	241,242
Library.....	3,357,258	3,187,101	170,157
Culture and recreation.....	338,759	328,490	10,269
Claims and judgments.....	25,000	25,000	-
Interest.....	1,792,028	1,910,994	(118,966)
<b>Total expenses.....</b>	<b>138,260,774</b>	<b>135,143,704</b>	<b>3,117,070</b>
<b>Transfers.....</b>	<b>(5,874,212)</b>	<b>(6,339,143)</b>	<b>464,931</b>
<b>Change in net assets.....</b>	<b>\$ (7,197,291)</b>	<b>\$ (11,352,120)</b>	<b>\$ 4,154,829</b>

# FINANCIAL MANAGEMENT SERVICES

## Business-Type Activities

	Balance at June 30, 2010	Balance at June 30, 2009	Increase (Decrease)
<b>Assets:</b>			
Current assets.....	\$ 11,078,281	\$ 11,851,727	\$ (773,446)
Capital assets.....	15,611,359	12,376,160	3,235,199
<b>Total assets.....</b>	<b>26,689,640</b>	<b>24,227,887</b>	<b>2,461,753</b>
<b>Liabilities:</b>			
Current liabilities (excluding debt).....	530,210	335,988	194,222
Noncurrent liabilities (excluding debt).....	341,124	316,950	24,174
Current debt.....	1,063,945	869,598	194,347
Noncurrent debt.....	5,865,014	4,697,839	1,167,175
<b>Total liabilities.....</b>	<b>7,800,293</b>	<b>6,220,375</b>	<b>1,579,918</b>
<b>Net Assets:</b>			
Capital assets net of related debt.....	10,253,410	8,515,544	1,737,866
Unrestricted.....	8,635,937	9,491,968	(856,031)
<b>Total net assets.....</b>	<b>\$ 18,889,347</b>	<b>\$ 18,007,512</b>	<b>\$ 881,835</b>

There was a net increase of \$881,000 in net assets reported in connection with the Town's business-type activities. Additionally, the water and sewer enterprise fund was subsidized by the general fund in fiscal year 2010 by approximately \$5.6 million to offset a portion of the costs associated with the repayment of debt to the Massachusetts Water Resources Authority. The majority of the increase, \$855,000, is a result of the operating activities of the water and sewer enterprise fund and is primarily due to an increase in rates on July 1, 2009 and January 1, 2010.

The increase in net assets invested in capital assets net of related debt is primarily due to the water and sewer enterprise fund's investment in water and sewer lines, totaling approximately \$1.6 million in fiscal year 2010 which was funded through available funds.



# FINANCIAL MANAGEMENT SERVICES

## Business-Type Activities

	June 30, 2010	June 30, 2009	Increase (Decrease)
<b>Program revenues:</b>			
Charges for services.....	\$ 11,422,089	\$ 10,838,013	\$ 584,076
Operating grants and contributions.....	111,396	267,723	(156,327)
Capital grants and contributions.....	36,871	36,871	-
<b>General revenues:</b>			
Unrestricted investment income.....	40,215	55,196	(14,981)
<b>Total revenues.....</b>	<b>11,610,571</b>	<b>11,197,803</b>	<b>412,768</b>
<b>Expenses:</b>			
Water and Sewer.....	15,053,016	14,510,909	542,107
Youth Services.....	416,415	523,919	(107,504)
Council on Aging.....	90,648	103,857	(13,209)
Veterans' Rink.....	491,960	519,886	(27,926)
Recreation.....	550,909	561,902	(10,993)
<b>Total expenses.....</b>	<b>16,602,948</b>	<b>16,220,473</b>	<b>382,475</b>
<b>Transfers.....</b>	<b>5,874,212</b>	<b>6,339,143</b>	<b>(464,931)</b>
<b>Change in net assets.....</b>	<b>\$ 881,835</b>	<b>\$ 1,316,473</b>	<b>\$ (434,638)</b>

## Financial Analysis of the Government's Funds

As noted earlier, the Town uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

**Governmental funds.** The focus of *governmental funds* is to provide information on near-term inflows, outflows, and balances of *spendable* resources. Such information is useful in assessing financing requirements. In particular, *unreserved fund balance* may serve as a useful measure of a government's net resources available for spending at the end of the fiscal year.

As of the end of the current fiscal year, governmental funds reported combined ending fund balances of \$29.8 million, a decrease of \$2.4 million from the prior year. Of this decrease, \$3.1 million was the result of the budgeted transfer from the town stabilization fund to the general fund which was used to fund current operations.

The general fund budgeted to use \$2 million of reserves, of which \$1.5 million was from available funds "free cash" and \$500,000 in prior reserves released by the board of assessors "overlay surplus" to balance the fiscal year 2010 budget. The actual result of operations collected approximately \$1.3 million more than budgeted and departmental budgets expended \$1.3 million more than budgeted. The appropriation deficits in public works, state and county charges and claims and judgments stem from snow and ice deficits, state assessments and court judgment payments which are allowed to be expended without appropriation and raised on the subsequent tax recapitulation sheet. The \$1.5 million budget deficit in the Education line item is the result of the School Department overspending their operating budget. This is an illegal deficit which the Town will be required to raise in the next fiscal year. The general fund's operations, in the fund financial statements include the activity of the health insurance trust funds which accounts for \$1.2 million of the increase in Fiscal Year 2010. Additionally, the Town received an unbudgeted bond premium which has been reserved for debt service on the balance sheet.

The Town's stabilization major fund is used to account for activities of the Town's three stabilization funds. The first is the Town's stabilization fund, which had a year end balance of \$6 million. This fund can be used for general or capital purposes with Town Meeting's approval. The second is the Tip Fee Stabilization fund. This fund was initially created with proceeds from the sale of recycled materials and the sale of excess tonnage capacity at the facility of Wheelabrator North Andover, Inc., and other receipts arising from the sale of disposal of solid waste. This fund had a year end balance of \$1.9 million which can be used for any lawful purpose with the approval of Town meeting. The third stabilization fund is referred to as the Town's fiscal stability stabilization fund which was created after a 2005 tax override to stabilize future Town budgets. The Town's fiscal stability stabilization fund, which is used exclusively for the general fund, had a year end balance of \$1.6 million. Of this amount, \$1.6 million was voted during fiscal year 2010 to balance the Town's fiscal year 2011 operating budget. Please refer to Notes 8, 9 and 10 for additional information on the Town's stabilization funds.

The state fiscal stabilization major fund is used to account for the Town's use of the federal state fiscal stabilization program which was awarded to Governors to help stabilize State and local budgets in order to minimize and avoid reductions in education and other essential services. During fiscal year 2010, the Town received and spent \$939,000 of state fiscal stabilization funds.

The Town's capital borrowing major fund had an ending fund balance of \$4.1 million, a decrease of \$705,000 from the prior year. During fiscal year 2010, the Town recognized \$2.6 million in bond proceeds in this major fund which represents long-term borrowing used to finance various capital projects from the Town's capital improvement plan. Current expenditures in this fund totaled \$3.2 million.

Of the remainder of the change in fund balance, a \$457,000 increase relates to activities in other non-major governmental funds, which recognized \$987,000 in transfers in, \$383,000 in transfers out, \$18.3 million in revenues, \$18.5 million in expenditures, and \$104,001 in bond premiums. The majority of the increase, approximately \$572,000, is in the Town's nonmajor special revenue funds, which includes nonmajor grants, gifts and revolving funds.

## ***General Fund Budgetary Highlights***

Changes between the original and final budget were primarily comprised of reserve fund transfers and reclassifications from appropriations for collective bargaining. Both the reserve fund and collective bargaining appropriations are initially budgeted under general government. The budgets are adjusted as transfers are approved and as bargaining agreements are settled. By category, all actual revenues came in over budget with the exception of investment income.

The Town experienced appropriation deficits for state and county assessments, snow and ice removal, and court judgments, which are allowed, and may be accounted for in the subsequent year.

The Town also experienced a \$1.5 million school department appropriation deficit that is not legal and will result in both a reduction in available funds and forced budget reductions in the next fiscal year.

## ***Other Post Employment Benefits (OPEB)***

In 2006 the Arlington Town Meeting formed the Other Post Employment Benefits Committee. The committee's charge is to make recommendations on the potential funding mechanisms for the post employment medical benefits unfunded liability as required in Statement No. 45 of the Governmental Accounting Standards Board, Accounting and Financial Reporting by Employers for Postemployment Benefits Other Than Pensions (GASB 45).

The Town has been partially funding this liability in an internally created healthcare trust fund established by Chapter 12 of the Acts of 1998. During fiscal year 2009, in compliance with GASB 45, the Town transferred the balance of the healthcare trust fund, as well as all new appropriations for the same purpose, into a newly created Other Postemployment Benefits (OPEB) Trust Fund, as established by Chapter 161 of the Acts of 2005, which is under the supervision and management of the Town's contributory retirement board. The Town Treasurer is the custodian of the OPEB Trust Fund.

The Town began capturing revenues to fund the OPEB liability in 1997. At that time, the Town established a policy of appropriating the difference in the non-contributory pension appropriation and \$500,000. The Town has subsequently appropriated Medicare Part D reimbursements, as well as certain increases in the share of retiree HMO contributions to be transferred to this fund.

Fiscal year 2010 is the second year the Town is recognizing their OPEB liability. An actuarial study determined that Arlington's total Actuarial Accrued Liability as of January 1, 2009, at a 4.50% partially funded discount rate, totaled \$167 million. As of June 30, 2010, the Town has recognized a liability for other postemployment liabilities based on its Annual Required Contribution (ARC) in the amount of \$10.3 million. The ARC amounted to \$14.1 million and the Town contributed \$7.7 million through a combination of benefit payments and pre-fundings to the OPEB Trust Fund in the amounts of \$7.2 and \$500,000, respectively. The assets set aside in trust for future benefits amounted to \$3.2 million at fiscal year end.

The Town of Arlington is serious about addressing this liability within its financial ability and the OPEB Committee will continue to monitor this liability and explore possible additional funding sources.

## ***Capital Asset and Debt Administration***

The Town Manager is responsible for submitting a five-year capital-planning program for all departments to the Board of Selectmen each year. The Capital Planning Committee was created to advise and make recommendations regarding the Capital Plan. Annually the first year of the Capital Plan is submitted to the Town Meeting as the Capital Budget for appropriation. The Capital Plan is reviewed and revised each year to make changes in priorities and to add an additional year to the planning process.

The goal of the Capital Planning Program is to provide a means of planning for the maintenance and/or improvement of the capital assets and infrastructure of the Town of Arlington. To that end, the policy is that approximately 5% of the projected revenue of the Town is dedicated to capital expenditures including prior and future debt issuances. Generally this allows for an annual cash expenditure of \$600,000 and a new borrowing of \$1 million. The Town's outstanding long-term debt related to the general government, as of June 30, 2010, was \$50.3 million for various CIP related projects.

The maintenance of the infrastructure and the capital assets of the Town are of vital importance to the delivery of the quality services that the Town has been known for. To this end, the Capital Planning Committee is dedicated to accomplishing the following objectives:

- To review, plan, and coordinate capital improvements so as to promote a systematic, organized replacement and acquisition schedule
- To insure that, given limited resources, the capital needs of the community are met
- To present a sound financial package so as to stabilize and level out the debt of the Town. It should assure timely planning for the most economical method of financing capital improvements
- To insure wider community participation in the planning of projects and to reduce the pressure to fund a project which may not present as great a need as another project



- To promote a more effective administration and coordination of capital projects to reduce scheduling problems, and conflicting or overlapping projects not only among local departments but also among other local and state agencies and private enterprises such as the gas and electric companies.

In reviewing the requests of the operating departments the committee uses the following criteria for evaluation:

- Imminent threat to the health and safety of citizens/property.
- Maintenance of operations/necessary expenditure. This does not include ordinary maintenance but rather maintaining a current service level through improvement of a capital asset. These may be major expenditures that will avoid costly replacement in the future.
- Requirement of State or Federal Law/regulation.
- Improvement of infrastructure.
- Improvement of productivity.
- Alleviation of an overtaxed/overburdened situation.

The relationship of the project to other Town projects and needs is also considered in the review and prioritization.

The Town is a member of the Massachusetts Water Resources Authority (MWRA), which assesses member communities annually for their proportionate share of the MWRA's debt service. The Town has also adopted Chapter 59 Section 21C Paragraph N of the Massachusetts General Law, which allows for the shifting of the debt service for water and sewer to the tax rate above the limits of Proposition 2 ½. The Town shifted \$5.9 million in fiscal year 2010 from the MWRA assessment to the property taxes. During fiscal year 2010, the Town issued an additional \$131,000 in MWRA sewer bonds and \$1.1 million in MWRA water bonds.

The Town has voted to cap the amount of future MWRA debt that will be shifted to the tax rate at \$5.6 million and correspondently increased water rates.

The Town of Arlington passed a debt exclusion vote to raise the funds necessary to purchase the Symmes Site, home of the former Symmes Hospital, in March of 2001. The Town Meeting then formed the broadly representative Symmes Advisory Committee (SAC) to assist with redevelopment plans and to ensure that the plans were consistent with community goals and desires. On January 7, 2002, the Arlington Redevelopment Board (ARB) adopted the Symmes Arlington Conservation and Improvement Project (the Plan) as an urban renewal project in accordance with the procedures and requirements of Massachusetts General Law, chapter 121B. The plan was subsequently approved by the Town Meeting and by the Commonwealth's Department of Housing and Community Development (DHCD). The Town Meeting voted at a Special Town Meeting on January 12, 2002 to appropriate up to \$14 million to purchase and maintain the old Symmes Hospital property until Town Meeting could vote how to utilize the property in the best interest of the Town. The ARB acquired the Site in April 2002. During fiscal year 2004, the Arlington Redevelopment Board issued requests for proposals, and in February, 2004 chose E.A. Fish Associates to purchase and redevelop the property. The terms of the sale have been amended several times, most significantly as a result of a settlement the developer made with residents who appealed the developer's special permit to construct the residential portion of the project. The property sale was postponed and eventually closed in June of 2009. Town Meeting voted to devote all funds, including tax receipts, to repaying the debt on the project. Net expenditures totaled \$12.2 million at the time of closing on the property sale. The site is scheduled to be redeveloped to accommodate up to 200 residential units and a medical or other use office building with more than half the land area remaining in open space all according to the urban renewal plan adopted by Town Meeting. Please refer to note 14 for further information on this project.

The Town of Arlington is in the process of renovating/replacing its middle school as well as all of its 7 elementary schools. To date six schools have been completed, and two are in the design stage. Funding for the schools is from debt exclusion and is predicated on a 63% reimbursement from the State's School Building Assistance

program which is administered by the Massachusetts School Building Authority (MSBA). Five of the schools are currently receiving the state reimbursement.

The Town through its water/sewer enterprise funds appropriates money each year for rehabilitation of its infrastructure (water/sewer lines). Also the Town appropriates money in the Capital Plan for roadway construction, which is added to the Chapter 90 money that the Town receives each year from the Commonwealth of Massachusetts.

Please refer to the notes to the financial statements for further discussion of the major capital and debt activity.

## ***Requests for Information***

This financial report is designed to provide a general overview of the Town of Arlington's finances for all those with an interest in the government's finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to the Office of the Comptroller, 869 Massachusetts Avenue, Arlington, Massachusetts 02174.

## HEALTH AND HUMAN SERVICES

The Arlington Department of Health and Human Services is the umbrella department overseeing the Health department, Council on Aging, Youth Counseling Center, and the Veterans' Services Office. The Department also coordinates the activities of the following boards and commissions: Board of Health, Board of Youth Services, Council on Aging Board, Disability Commission, and the Human Rights Commission. Additionally, the Department works with the Food Pantry, Widows Trust Fund Commission, Youth Health and Safety Coalition, and the Health and Human Services Charitable Corporation.

The mission of the Department of Health and Human Services is to protect the health of the public and provide services to meet basic human needs.

During 2010 the Department of Health and Human Services implemented a credit card system to begin collecting donations in all areas of the department including the food pantry and fuel assistance. The department partnered with Highrock Church to hire a Case Manager to assist the department with administering assistance programs and connecting residents in need with services. The department worked diligently to implement a new counseling structure at the Youth Counseling Center to ensure its viability for years to come.



**Public Health**  
Prevent. Promote. Protect.

## HEALTH DEPARTMENT

The Health Department Office is located at 27 Maple Street in the Arlington Senior Center, located behind Town Hall. The Board of Health is required by state statutes and regulations to perform many important and crucial duties relative to the protection of public health and safety, the control of disease, the promotion of safe and sanitary living conditions, and the protection of the environment from damage and pollution. These mandated requirements are conducted by staff in the Health Department Office.

### Environmental Health Permitting and Inspections

Staff annually permit, and regularly inspect restaurants, tobacco retailers, tanning establishments, body art establishments, pools, the ice-skating rink and the bathing beach. Inspectors from the Department also follow up on numerous resident complaints related to any

health issue within the community ranging from trash and dumpster complaints to housing code violations. The environmental health division is comprised of a full time lead inspector and two part time inspectors. The department also contracts with two food safety consultants to conduct a portion of mandated food establishment inspections.

Permit Issued by Board of Health	2010	2009	2008	2007
Food	253	250	230	220
Tobacco	24	26	31	30
Waste Hauler	12	13	13	13
Funeral Director	3	5	6	6
Tanning Establishment	2	2	2	2
Public Pool	8	8	8	8
Public Beach	1	1	1	1
Ice rink	1	1	1	1
Body Art Establishment	1	1	1	1
Total	305	307	293	282

Inspections Conducted by Board of Health	2010	2009	2008	2007
Food Establishment	456	426	449	359
Tobacco Compliance Check	47	0	62	60
Housing	42	43	48	52
Demolition Inspection	18	23	16	24
Nuisance Inspection	249	291	250	300
Total	812	783	825	795

### Food Protection

In 2010 the Department conducted 456 food inspections ranging from risk-based categories one through four. The Department assigns each establishment in Town that serves food to a risk-based category. A food establishment that sells packaged food such as a convenience store is considered low risk and is assigned to a category one and is inspected one time per year. A food establishment that serves food to a fragile population such as a nursing home is considered a high risk and would be placed in a category four and is inspected four times per year. The Department investigated 28 food complaints, held one administrative hearing to discuss food safety, and had two establishment closures. In addition, nine new food establishments opened.



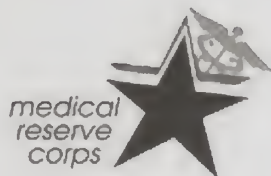
Food Permits Issued	2010	2009	2008
Food Establishment Permits	167	180	180
Mobile Food Permits	8	7	8
Residential Kitchen Permits	4	6	6
Farmers Market Permits	14	16	12
Temporary Event Food Permit	60	54	24

## Housing

The Department conducted forty-two inspections of rental housing units in 2010 in accordance with 105 Code of Massachusetts Regulations 410.000, Massachusetts Housing Code. When a housing inspection is requested by a resident, an inspector conducts an inspection and may cite a landlord for violations of the housing code. The landlord is then ordered to repair violations. Violations documented in 2010 included: improper heating, chronic dampness, leaking plumbing fixtures, lead paint determinations, unsanitary living conditions, structural integrity, insect and rodent infestations, and many more.

The Department condemned three properties for uninhabitable conditions due to a lack of running water, electricity, excessive debris, and hoarding. The Department also worked closely with the Council on Aging and Minuteman Senior Services to assist the residents of the properties with alternate housing and services.

In 2010 the Department conducted 18 inspections at properties about to be demolished in order to ensure the health and safety of the site. The inspector requires asbestos removal, pest control, dust control, and other control measures to protect the health of the public.



## EMERGENCY PREPAREDNESS

### Arlington Medical Reserve Corps

The Department conducted another major recruitment effort in September to enlist hundreds of new volunteers into the Medical Reserve Corps (MRC). Arlington residents both medical and non-medical professionals enlisted to assist the Town in the event of an emergency. The recruitment session was the third such

event held to enlist new volunteers and to offer current volunteers an opportunity to hear about upcoming events and activities.

### Public Health Nursing

#### Communicable Disease Surveillance

Communicable Diseases Monitored	2010	2009	2008	2007
Amebiasis	0	2	0	0
Babesiosis	1	0	0	1
Campylobacter Enteritis	4	10	6	11
Chicken pox	6	0	5	0
Cryptosporidiosis	2	0	1	0
Enterovirus	0	2	0	0
Giardia	1	1	5	11
Haemophilis Influenzae	1	0	0	1
Hepatitis A	0	1	0	1
Hepatitis B	1 chronic	3 chronic	2 chronic	12
Hepatitis C	23 chronic	15 chronic	6 chronic	11
Influenza	0*	33	-	-
Legionellosis	1	0	0	1
Lyme Disease	6	8	11	19
Meningitis	0	0	0	2 viral
Norovirus	0	0	4	1
Pertussis	6	5	3	15
Salmonella	8	13	12	6
Shigatoxin	1	0	0	0
Shigellosis	1	3	3	1
Strep pneumonia invasive	2	6	4	6
Group A strep	2	0	1	1
Group B strep	6	1	2	1
Tuberculosis	5 active	5	4	3
Tuberculosis contacts	40	30	25	4
Vibrio sp.	0	1	0	0
West Nile Virus	0	0	0	1
Yersiniosis	0	0	2	0
<b>Total</b>	<b>77</b>	<b>104</b>	<b>96</b>	<b>123</b>

\*The influenza rate in 2009 was higher than normally reported due to an increase in the number of physicians testing patients as well as an increase in disease frequency.

To protect the community against the spread of contagious illnesses, a rigorous communicable disease tracking system is in place. Arlington continued to work

with the Massachusetts Department of Public Health in 2010 in conducting online disease reporting through the Massachusetts Virtual Epidemiology Network (MA-VEN). State law requires that doctors, hospitals, and laboratories report contagious diseases including diseases such as tuberculosis, whooping cough, and salmonella. When a doctor diagnoses a resident with a contagious disease, the public health nurse is mandated to conduct an investigation to determine if further control measures are needed. The illness is then recorded and reviewed to identify and respond to any possible disease outbreaks. The new online reporting system has streamlined disease investigation and has assisted the Massachusetts Department of Public Health with early detection of contagious disease trends beyond community boundaries.

The Public Health Nurse also coordinates all flu and pneumonia vaccination clinics in Town. All clinics are managed using Medical Reserve Corps volunteers. Below is a table showing flu prevention numbers for 2010.

Prevention by the Numbers	2010	2009	2008
Number of vaccination clinics held	14	19	15
Number of Residents vaccinated at clinics	2,550	7,193*	1,600
Number of administrative volunteers that assisted	60	166	49
Number of Nurse volunteers that assisted	80	111	27

\*includes H1N1 vaccinations

## BOARD OF HEALTH

The three member Board of Health meets on a regular basis. During meetings, environmental health concerns are addressed and public hearings and policy review is performed. In 2010 the Board of Health met eight times and conducted two housing code hearings, eight food code hearings which resulted in granting of one variance, one body artist variance hearing, one plumbing code variance hearing, and two tobacco sales violation hearings.

Dr. Michael Fitzpatrick was the Board Chair in 2010.

## Weights and Measures

To ensure compliance with the Consumer and Merchant Protection Act, the Sealer of Weights and Measures conducts inspections of all scales, scanners, and dispensing equipment. This includes retail stores, gas stations, oil trucks and food establishments. The Sealer responds to all consumer complaints to ensure

fairness and accuracy.

As merchants are inspected annually, compliance with standards and accuracy of merchant measuring devices has increased steadily. The Sealer of Weights and Measures determines the amount of savings by computing the amount of fuel pumped each year from a particular measuring device such as a gas pump.

In 2010 the Department began contracting with the Town of Belmont to provide sealing services. This arrangement was developed to address a lack of a sealer of weights in measures in the Town of Belmont.

Below is a table of Arlington devices sealed by the Sealer of Weights and Measures.

Device Sealed	Number of Devices Sealed
Scales 10 lbs and under	14
Scales 100 lbs and under	82
Gasoline pumps	146
Vehicle Tank Meters	27
Taxi	15
Other devices	5
Total	289



## ARLINGTON YOUTH HEALTH AND SAFETY COALITION

The Town of Arlington's Youth Health and Safety Coalition (AYHSC) is a community-based coalition whose mission is to prevent and reduce substance abuse and other risk behaviors that adversely affect Arlington youth. AYHSC is comprised of parents, youth, and other concerned community members, as well as representatives from local business, youth service organizations, public agencies, and local and state government. AYHSC provides key leadership to the community in preventing youth substance abuse, fostering healthy youth development, and promoting healthy, responsible, and informed attitudes and behaviors communitywide.

In 2010 AYHSC received \$138,951 in grant funding from the federal Drug Free Communities Program (DFC), a program of the White House Office of National Drug Control Policy. In addition, AYHSC generated over \$121,109 in cash and in-kind donations from the Town of Arlington, the Arlington Public Schools and local partners including, Mt. Auburn Hospital, the Sanborn Foundation, Highrock Church, and Law Enforcement Dimensions. Coalition members also volunteered hundreds of hours, valued at over \$20,000, dedicated



to the planning and implementation of prevention activities community-wide. With the financial backing of the DFC program, and the financial, material and personnel support of community partners, AYHSC continued its campaign to increase community collaboration, restrict youth access to alcohol and other drugs, and change permissive community attitudes towards underage drinking and substance abuse.

## 2010 Highlights

Hosted its 4th Annual Community Forum featuring an interactive presentation highlighting the results of the 2009 Youth Risk Behavior Survey.

Collaborated with Arlington Police and youth volunteers to conduct alcohol sales compliance checks.

Collaborated with the Board of Health and youth volunteers to conduct tobacco sales compliance checks.

Organized three unwanted medication disposal programs, including "Arlington Town Day Take-Back"-a local chapter of the first annual National Drug Take-Back Initiative.

Conducted three Guiding Good Choices workshop series, totaling 30 hours of educational and skills-building instruction to over 60 parents and youth.

Helped fund Health and Safety Day parent presentation and student presentations at Arlington High School and Ottoson Middle School.

Coalition member, John Scheft, conducted 4 roll call trainings at the Arlington Police Department to strengthen enforcement procedures related to youth substance use and delinquency, and to encourage more consistent use of the Diversion program.

Strengthened partnerships between the Middlesex District Court and the Arlington Diversion program.

Coordinated an Alcohol Awareness and Responsible Sales Seminar for Private Clubs in Arlington.

Partnered with the Police Department and the Department of Recreation to offer Health Recreation and Cops (HRC) Summer Experience, a 4-day health and wellness summer program, to 120 Arlington youth.

Emailed quarterly Coalition newsletters to over 125 community members and partner organizations.

Presented to the Board of Selectmen on prohibiting alcohol advertising on bus shelters in Arlington.

Funded adult and youth Coalition members to attend trainings about youth risk behaviors, leadership development, mental health and substance abuse, and community-based prevention strategies.

## COUNCIL ON AGING

The Arlington Council on Aging (COA), a division of the Department of Health & Human Services, provides advocacy and support services to help Arlington

elders live dignified and independent lives.

The COA's primary responsibilities are to identify the needs of Arlington's elder population; to design, promote, or implement services to address such needs; and to coordinate existing services in the community. The COA carries out locally the programs of the Massachusetts Executive Office of Elder Affairs, and coordinates with public and private agencies and providers in the area.

The COA has a strong clinical focus and provides critical services to our elderly, a significant number of whom are frail, homebound, handicapped, and/or have very low income. Many clients tell us that they have "no family except the COA". The COA's clinical/licensed staff specialties (nursing, social work) are enhanced by strong transportation, advocacy and information/referral services.

This agency coordinates with the Arlington Seniors Association, a private nonprofit organization which provides the Senior Center's social and recreational programming, and also with Minuteman Senior Services which operates the "Eating Together" senior center meal site and provides home-delivered "meals-on-wheels".

Perhaps the most visible and dedicated people associated with the Council on Aging are volunteers. They contribute their time, skills and efforts to deliver COA services to Arlington's elders and their families.

## Services Provided in 2010

Over 900 social service, nursing, and support services to our elders in their homes, case management, and advocacy services.

Over 7,000 rides to Arlington seniors for medical appointments, both in and out of town, and to all Senior Center services and programs.

Lift-equipped vans that run on a daily Monday – Friday schedule.

Over 2,000 units of community education through workshops, presentations, and health fairs;

Over 1,200 units of service in the area of exercise and fitness.

Subsidy programs for cancer-related transportation and other medical trips, as well as for much-needed dental services.

Over 2,200 instances of health screening and health services, through podiatry, blood pressure, flu, dental screening, and pneumonia clinics.

Over 3,500 units of general information services.

3,000 monthly copies of the newsletter, Senior Notes, which are distributed through the Senior Center, libraries, banks, supermarkets, and congregate housing sites.

Management of a durable medical equipment loan program.

Help for many seniors to maneuver through the complexity that increasingly affects so many aspects of



living, such as government programs, health insurance, and interactions with large companies.

A Caregiver Support Group, a Grandparents Raising Grandchildren Support Group, and an Immigrant Support Group comprised of older women from many different countries.

Espousal of a mandated and active advocacy position for senior's needs and well-being;

Serving as an assigned field training site for student nurses, social workers, and divinity students from local universities.

An award-winning cable TV show, "Golden Opportunities", the longest continually-running show on Arlington cable, which brings timely and important issues to seniors and their families.



In total, the Arlington COA provides more than 25,000 units of service each year to Arlington elders, as reported to the Executive Office of Elder Affairs.

The number of COA volunteers increased from ninety to one hundred thirty this year. In April 2010 Senior Center Volunteers were recognized at our annual Volunteer Luncheon held in Town Hall. Volunteers gave over 13,000 hours of service last year as friendly visitors, telephone reassurance callers, health benefits counselors, television program crew, medical escorts, clerical assistants, Council members, health & wellness volunteers for the blood pressure, flu and podiatry clinics, receptionists, health fair workers, special project workers, hostesses, and many other callings. Volunteers also serve in the SHINE Program (Serving Health Information Needs for Seniors), Tax Assistance Program, and also for Property Tax Exemption assistance. These services are given free of charge, but were they to be paid would carry a cost of almost \$200,000 to the Town. Even though a monetary value may be assigned to what they give through their hands, what they give from their hearts is priceless.

The COA has formed and continues to maintain "community partnerships" with local organizations in order to better serve our seniors. Some community part-

ners are Lahey Clinic, Cambridge Savings Bank, Mount Auburn Hospital, Visiting Nurses & Community Health, The Friends of the Arlington Council on Aging, Arlington Community Media Inc., and the Elizabeth and George L. Sanborn Foundation For The Treatment And Cure Of Cancer, Inc.

Each year the Arlington Retired Mens' Club joins with the Council on Aging to prepare and deliver Thanksgiving meals to over one hundred homebound seniors, free of charge. This year, one hundred thirty-four meals were delivered.



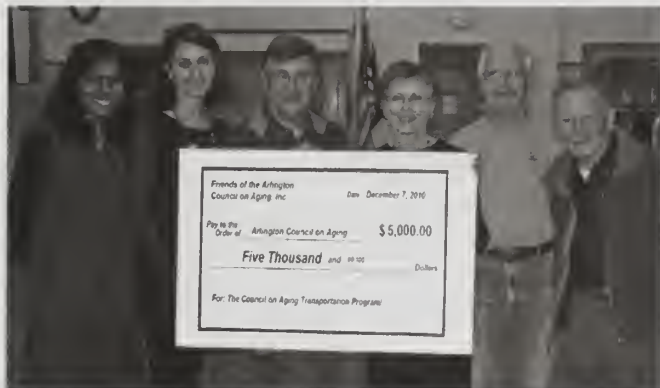
Each of the Arlington COA's programs meets a critical need, and services will continue to grow in importance and demand as time goes on. As budget shortfalls loom and staff hours may be threatened by lack of funding, any diminishing of service would leave many of our elderly without such supports that allow them to remain safely at home.

Achieving and maintaining a high level of community services for our elderly is actually a wise short- and long-term choice, both in terms of cost-efficiency as well as human wellness and dignity. By helping to maintain elders safely in their homes, client deterioration to the point of hospitalization and concurrent long-term placement often can be avoided.

Principal funding for the agency derives from municipal, state, and federal sources. Federal, state, Community Development Block Grant, and subsidy funding account for more than half of the agency's annual budget. Recognizing the needs of the rapidly growing number of elders, Town Meeting saw fit to fund an additional Social Worker position this year, part-time, for the COA.

Donations were generously offered from a number of sources. The Friends of the Arlington Council on Aging, Inc., a nonprofit 501(c)(3) organization, whose purpose is to raise funds for the Council on Aging's needs, made two sizeable donations to the agency's transportation program. The Executive Office of Elder Affairs pro-

vided funding that supports the COA Social Worker and Geriatric Nurse Specialist positions. The Elizabeth and George L. Sanborn Foundation For The Treatment And Cure Of Cancer, Inc. subsidizes multiple-trip transportation costs for cancer patients. The Trustees of Symmes Hospital approved a significant grant to the Council on Aging Transportation Program. Lahey Clinic provided a generous grant to introduce Arlington seniors to the benefits of regular exercise.



## ARLINGTON YOUTH COUNSELING CENTER (AYCC)

2010 was a year of significant changes for the Arlington Youth Counseling Center (AYCC). In order to survive, it was determined that AYCC had to adopt a more sustainable model of providing counseling services to children, youth and families in the community. With Town, Board of Youth Services, and staff input it was determined that evolving from a salaried based model to a fee-for-service model offered the best opportunity for AYCC to become financially sustainable. The Town committed resources to help this transition and much of the work over the summer was on planning for and implementing these changes. An overview of the new AYCC is as follows:

### Changes made at AYCC in 2010

- Budget cuts led to remaining salaried staff becoming the core administrative team.
- Consultants were hired to reorganize the billing system and collection of fees.
- An office manager was hired to oversee billing, reception and the business aspects of the agency.
- The physical space was reorganized to become HIPPA compliant and efficient for the employees. The included purchasing IT equipment and locked file systems.
- Core administrative team, with the assistance of the consultants, were trained in HIPPA compliance both in the clinical and

business aspects of the agency. Clinical consultants assisted with the development of a new Policies and Procedures Manual and a Contract for Fee for Service employees.

- Core administrative team, with members of the Board of Youth Services and Department Chair, developed a new mission statement, goals for the year and a Quality Management Plan.
- Five Fee-for-service counselors were hired and began to see clients in August.

AYCC has continued to have a strong relationship with the Arlington Public Schools. AYCC has continued to provide on-site milieu counselors to the Workplace Program at Arlington High School. In addition, the staff psychologist is running a support group for students at the Middle School who have experienced bullying. Another clinician is running an "Anger Management Group" at the High School. Fee-for-service clinicians are currently providing on-site counseling at two elementary schools. AYCC has been asked to provide on-site counseling services to another elementary school. On-site counseling will utilize students' health insurance, grant and contract monies to provide the service.

An important part of developing sustainability is to seek funding from external sources including grants and fundraising. In August as result of the Board of Youth Services efforts and diligence, a grant of \$100,000 was received from the Symmes Medical Use Nonprofit Corporation. In addition, the Highrock Church gave AYCC a grant to fund a case manager for 5 hours a week.

### Acknowledgments

This was another year of significant retirements. During the summer, Leon Cantor, director of AYCC and Paul Grossman, staff clinician both retired after many years of dedicated service to children, youth, and families in our community.

## BOARD OF YOUTH SERVICES

In 2010 the Arlington Youth Counseling Center was at risk of elimination due to pending budget cuts. The Board of Youth Services (BYS) advocated for an amount of funding to allow the agency to continue operating, yet transform the way services were provided to residents. The Board members developed subcommittees to work on the transition and met with consultants to evaluate the agency and to develop a fee for service model through which services would be provided by licensed social worker contractors. Board members worked directly with staff to hire a billing agency, establish contracts with major health insurance companies and develop a fundraising and grant writing strategy. During 2010 the BYS provided holiday gifts to over 250



children in Arlington, over 50 Thanksgiving meals to Arlington families, and provided countless hours of time to assist families in need. The Board also enhanced partnerships with many agencies in the community including: churches, Arlington Police, Lahey Clinic and Mt. Auburn Hospital.

## VETERANS' SERVICES

The Department of Veterans' Services for The Town of Arlington is mandated to aid and assist veterans and their families as required by The Department of Veterans' Affairs (VA) and The Massachusetts Department of Veterans' Services (DVS). All eligible veterans and their eligible dependents can seek counseling and assistance with applications for federal and state benefits, financial aid, medical care, educational/vocational benefits and burial benefits.

As a result of interviewing forty-seven veterans and/or their dependents, twelve new clients received benefits under Chapter 115 with a total of sixty-five clients receiving benefits over the course of the year. Nineteen veterans were awarded the "Welcome Home" bonus for service in the military since 9/11. One Vietnam veteran and one Korean veteran were advised of their entitlement to a bonus for their service and were given the appropriate form to redeem them. Six widows of veterans were assisted in receiving their benefits as the surviving spouse of a veteran either "Killed in Action", receiving 100% service-connected disabilities from the VA, or veterans who died from Amyotrophic Lateral Sclerosis (ALS) and also an annuity from DVS.

After consulting with over a hundred veterans and/or veteran dependents, twenty-seven claims were submitted to the VA for service-connected compensation and/or pension, sixteen have been awarded. Requests for treatment at the VA medical centers by over seventy veterans have been referred and twenty-seven burial benefits have been awarded to eligible veterans. Markers for all veterans buried in Mt. Pleasant Cemetery were ordered, and to date, twenty-four unmarked graves of veterans have been identified, and authenticated, and markers have been ordered.

Veterans' Services is responsible for organizing, coordinating, and participating in the Memorial Day Parade and the Veterans' Day Parade. For Memorial Day, the office is responsible for decorating the over 5,500 veterans' graves at Mt. Pleasant Cemetery and St. Paul's Cemetery with flags and assuring the maintenance of the veterans' lots. The Disabled American Veterans Chapter 49 assists by decorating the graves at St. Paul's. The file for the Veterans' Honor Roll located at Monument Park in Arlington Center, which will be updated and refurbished at the conclusion of the current war, which began in 1990, and is continuously being updated with veterans from all wars. Those who believe

they, or someone they know, are eligible to be on the Honor Roll, please contact Veterans Services at 781-316-3166. The Veterans Services Agent also serves as Secretary/Treasurer of the Patriots' Day Parade Committee and President of the Combined Veterans' Council of Arlington.

The Office of the Department of Veterans' Services, located in The Town Hall Annex, is continuing to purge old files and improve computerization, while reaching out to advertise veterans' benefits and advocate for volunteer opportunities at The Bedford VA Medical Center.

<b>Veterans Benefits, Claims, and Referrals</b>	<b>2010</b>	<b>2009</b>	<b>2008</b>	<b>2007</b>
Chapter 115 Benefits	65	61	61	55
VA compensation/pensions	22	14	16	21
VAMC requests/referrals	73	50	51	47
VA Burial benefits	27	25	18	24
DVS bonuses/annuities	21	17	14	16

## DISABILITY COMMISSION

In its seventeenth year of service, the Arlington Commission on Disability has continued to provide information, referral, guidance, and technical assistance to Arlington officials, residents, public and private agencies, and others to insure that people with physical, sensory, cognitive, and other disabilities have equal access to Town facilities, services, and programs. The Commission currently has seven Commissioners with two vacancies, all volunteers. As mandated by State law, the majority of Commissioners have a physical, cognitive or sensory disability. The mandate brings an intimate and informed understanding of disabilities to the Commission's agenda and ultimate decisions. The Commission continues to bring awareness to Arlington policy makers and other residents as to the legal rights of people with disabilities, enforcing those rights, and working towards community inclusion to make Arlington a stronger Town, capitalizing on the strengths each person living here has to offer.

Coordination and implementation of the Commission's agenda and goals continues to be handled by Jack Jones, A.D.A. Coordinator. The Commission continues to occupy office and meeting space in the Senior Center building at 27 Maple Street.

The following are Commission on Disability activities that took place during 2010.

Hosted the Director of Recreation at a monthly meeting to discuss accessibility improvements to Town playing fields. Also discussed was the need to have



at least one accessible portable toilet in playing fields where portable toilets are located.

Again, manned an information booth at Town Day to answer questions and provide resources to Arlington residents.

Co-sponsored, at Town Hall, the second annual Diversity Career Fair. Twenty-one employers from health care, financial, retail, and non-profit organizations participated in the Career Fair.

In observance of the twenty-year celebration of the ADA, the Commission presented the Robbins Library with the following books: No Pity by Joseph Shapiro, The Special Needs Planning Guide by John Nadworny and Cynthia Haddad, Nothing About Us Without Us by James Charlton, Special Education Law by Peter Wright, and Pamela Wright, and From Emotion to Advocacy by Pam Wright and Pete Wright.

Sponsored, in May, a Regional Commission Forum that was attended by over twenty-three local Regional Commissions and the Massachusetts Office on Disability.

Continued its curb cut ramp project by installing curb cut ramps along Lake Street.

At the request of the Board of Selectmen, provided input regarding the installation of bus shelters at locations that have more than one hundred boarders per day.

Ended the year with a discussion regarding accessible pedestrian signals located on Summer Street.

## 2011 Goals

Continue to represent the rights of Arlington residents living with disabilities.

Continue to monitor accessible pedestrian safety, installation of curb cut ramps and the enforcement of snow removal from curb ramp cuts and sidewalks.

Co-sponsor the third annual Diversity Career Fair.

Continue to work towards the Town adopting a policy of replacing brick curb cuts, sidewalks and crossings in need of repair with smoother, safer and more accessible surfaces.

Update its Transition Plan originally submitted to the State on June 24, 1992.

Meet with Town Officials to discuss the rights of people with disabilities in order to work towards full community inclusion within the Town of Arlington.

Continue to reach out to other commissions, groups, and agencies to strengthen connections, referrals, information, and resources.

Work towards reaching full membership.

## Retirements/Recognitions

In 2010 John Bean, Director of Public Works and Commission member since September 2009 and Lin Baker a Commission member since October 1997, re-

signed from the Commission. Their accomplishments and dedication in helping to make Arlington a more inclusive community while serving on the Commission and was greatly appreciated. The Commission also welcomed Heidi Hample, a disability advocate, as a member to the Commission.

The Commission meets on the third Wednesday of each month at 4:00 P.M. in the conference room of the Housing and Disability Program Office located in Ste. # 203, 20 Academy St., Arlington (the Senior Center Building). Meetings are open to the public and residents are invited to attend to observe or voice their concerns.

## HUMAN RIGHTS COMMISSION

The Arlington Human Rights Commission (AHRC) was created by Town Meeting in 1993 to advance issues related to the fair and equal treatment of individuals and to create a mechanism for addressing complaints arising out of these issues. The mission of the AHRC is to work individually and collaboratively with other groups in our community to celebrate the ever-changing tapestry of our Town and to emphasize, through educational outreach, the danger of intolerance at every level. The Town Manager, School Committee, and the Town Moderator have appointing authority for thirteen members of the commission.

The AHRC began the year by electing Nancy Rhoads as chairperson. Stacy Davison was elected to serve as vice chair.

In January, the AHRC made its annual contribution to the Town's Martin Luther King Birthday Celebration. The Commission continued its Arlington Dialogue series this year by hosting a number of events and welcomed many guests to its monthly Citizens Open Forum.

In February, the Commission took part in a "Stand against Racism" initiative, hosting three events to help raise the community's awareness of the serious effects of intolerance and bigotry. A dialogue and movie entitled "Freedom Writers" was sponsored in April. In May two events were held. The AHRC worked in cooperation with Representative Jay Kaufman in sponsoring a "Community Conversation about Race" and a rally was held in support of furthering tolerance in our community.

The issues of Dating Violence and Bullying were also addressed this year.

The Commission worked with the School Committee and the Arlington Police Department (APD) to encourage training of school administrators to help them develop protocols and techniques to investigate bullying.

The Commission hosted a community dialogue entitled: "The Fine Line between Church and State" and worked with the APD and School Committee in addressing the controversial Pledge of Allegiance issue.

## HEALTH & HUMAN SERVICES

The Commission consulted with two elementary schools on three different human rights issues. At the Ottoson Middle School, the Commission helped the school in their response to an anti-Semitic incident, and subsequently donated books to the library in honor of the students who came forward about this hurtful incident. Several Commissioners sat on the Building Respect Task Force and helped bring in an Anti-Defamation league peer leadership program.

In the early winter, the Commission worked with the APD after notification that an extremist white-supremacy group was planning to come to Arlington prior to a performance of The Laramie Project at the Arlington Center for the Arts. Although the group did not eventually come, the Commission had a presence at the show and was very appreciative that the police were ready if their involvement was needed.

This year the Commission received many comments from citizens during public participation at its meetings. Michael Levi (SEPAC) spoke of his concerns

with the Special Education program and School Committee budget shortfall; the Citizens' Housing and Planning Association spoke of the upcoming ballot questions concerning Chapter 40B; the issues of the Pledge of Allegiance and civil discourse were brought before the Commission. In November the AHRC and the Diversity Task Group co-sponsored a Civil Discourse Program for Town officials and will continue to work in expanding the program.

The AHRC continues to maintain records of hate crimes and incidents and work in cooperation with the Police Department in order to track the frequency and severity of such events in Arlington. In the course of this year, the Commission reported six incidents. Two were found not to be under our jurisdiction. The Commission also consults with the Community Safety Department on their efforts to monitor potential racial profiling, by reviewing their on-going Crash Data statistics.



*Senior Center, 27 Maple Street, where the office of Health and Human Services resides.*



## DEPARTMENT OF PUBLIC WORKS

The Arlington Department of Public Works (DPW) is comprised of eight divisions: Administration, Engineering, Highway, Water/Sewer, Properties, Cemetery, Natural Resources, and Motor Equipment Repair. With a staff of 120 full-time personnel, including 31 school custodians and 10 building maintenance staff. It is the goal of the Department to provide citizens, boards, commissions, and other Town departments with superior Public Works services and support.

### Administration

The Administration Division provides the following services: financial (budget preparation and administration), invoice payment, invoice billings, grant management, and water/sewer reading - billing, personnel and payroll management, customer service, contract administration, oversight of contracted solid waste and hazardous waste collection services, supervision of contracted custodial services, and oversight of contracted street-light maintenance on public ways and parking lots.

### Solid Waste Collection

Waste Management provides contracted curbside and dumpster collection of solid waste and bulky items from residential and business locations. Through this contract the DPW collects solid waste at over 19,000 residences and 150 commercial accounts. Solid wastes are also collected from the following municipal locations: Town Hall and eight other municipal buildings, Community Safety, three fire stations, two libraries, nine public schools, over twenty municipal parks, and approximately fifty public trash barrels. The bulky item collection program collects large items like couches, tables, and sinks.

The Town also provides contracted dumpster trash collection (usually weekly) at schools, the municipal buildings, non-profit organizations, apartment complexes, and condominium complexes.

### Recycling

Waste Management also collects recyclable items curbside on a bi-weekly schedule. The Department issues an annual guide with all the information needed for residents and businesses to make our recycling efforts successful.

In 2009 the Town implemented "single-stream" recycling. Under single stream, residents no longer need to separate recyclables. All of the materials mentioned above can be co-mingled in a single container and placed curbside for collection. Our solid waste hauler transports our recyclables to a plant in Everett that completes the separation into the different materials for reuse. Many homeowners are discovering the convenience of placing all of their recyclables, unsorted in a single "trash" barrel labeled with recycling stickers.

Twice a year the Department holds a recycling event in conjunction with the Recycling Committee at the DPW facility on Grove Street. The first year of this program was 2003 when the Department gave out recycling bins as part of America Recycles Week in November. Since that time the event has grown into a twice-yearly event at which the Department collects clothing, shoes and sneakers, used toys, books, DVD's and CD's, bicycles, and scrap metal. Additionally, a company is available to shred documents. The Board of Health also collects medical waste such as syringes and prescription drugs at these events. At each event the DPW also collects TV's and CRT's.

### Yard Waste Collection

Waste Management also collects yard waste curbside on a bi-weekly schedule from mid-April to mid-October, and weekly from mid-October to early-December. Leaves and grass clippings can be placed curbside in barrels with a Yard Waste identification sticker or in compostable 30-gallon paper bags. Branches up to 1" in diameter can be placed curbside if cut into 3 foot lengths and tied into 30 pound maximum bundles.

Additional recycling information can be found online at [www.arlingtonma.gov/recycle](http://www.arlingtonma.gov/recycle).

**Recycling, Solid Waste, and Hazardous Waste Statistics (in tons unless specified)**

Materials	2009	2010
Solid Waste	15,359	15,166
Paper/chipboard	2,936.01	n/a
Commingled (glass/plastic/metal)	1,228.71	4,300.59*
Abitibi (paper recycling)	127.40	159.35
Got Books (book recycling)	18.47	23.00
TOTAL (Tons)	19,670	19,625
<b>RECYCLING RATE</b>	<b>28.1</b>	<b>29.6</b>
Yard Waste	3,216	2,421
TV/CRT's	2,174 (units)	2,432 (units)
Appliances	677 (units)	407 (units)
Florescent bulbs (mercury based)	20,656 (linear feet)	9,539 (linear feet)
CFL's	1,162 (units)	676 (units)

\*paper & commingled



*Household Hazardous Waste Collection*

2010 marked the thirteenth year of Arlington's membership in the regional household hazardous waste collection facility at 60 Hartwell Avenue in Lexington. Eight monthly collection days were held from April through November. The program continues to collect large quantities of hazardous materials including pesticides, chemicals, used motor oil, antifreeze, and household cleaning products. In 2010 the Town properly disposed of 727 "carloads" of hazardous materials.

**Engineering Division**

The Engineering Division continues to provide a wide variety of support services to other DPW divisions, various Town departments, commissions, contractors, public utilities, and to the general public. The Engineering Division works closely with the Highway, Water, and Sewer Division upgrading and improving the infrastructure of the Town by providing surveys, engineering design, construction plans, field layouts, and field inspection services. The Engineering Division also provides technical design and specification for municipal infrastructure improvements, oversees contracted maintenance of the Town's traffic signals, reviews and makes recommendations on the impacts of planned private construction projects, reviews and provides regulation on proposed private way projects and improvements.

*Accomplishments*

- Designed, awarded, and provided construction oversight for 4,575 linear feet of water main replacement at the following locations:
  - » Lancaster Road - Mass. Ave. to Smith St.
  - » Hibbert Street - Woodbury St. to Boundary Rd.
  - » Dundee Road - Massachusetts Ave. to Arnold St.
  - » Williams Street - Arnold St. to Smith St.
  - » Nicod Street - Wollaston Ave. to End
  - » Arnold Street
  - » Woodbury Street
- Completed Sanitary Sewer Improvement Projects at the following locations:
  - » Nicod Street - Wollaston Ave. to End
- Completed Stormwater Drainage Improvements at the following locations:
  - » Oak Knoll
  - » Washington Street
- Resurfaced and/or reconstructed 11,355 linear feet of roadway at the following locations:
  - » Washington Street - Mountain Ave. to Summer St.
  - » Wollaston Avenue - Park Ave. to West St.
  - » Hillside Avenue - Wollaston Ave. to Appleton St.
  - » Brattle Street - Massachusetts Ave. to

Dudley St.

- » Valentine Road - Appleton St. to Virginia Rd.
- » Dow Avenue - Appleton St. to Virginia Rd.
- » Laurel Street - Brattle St. to End
- » Mill Lane - Lowell St. to Frazer Rd.
- » Paul Revere Road - Appleton St. to Park Ave.
- » Prospect Avenue - Park Ave. to Hillside Ave.
- » Blossom Street - Park Ave. Ext. to Newland Rd.
- » Newland Road - Blossom St. to Summer St.
- Completed Sidewalk and Curb Repair and/or Installation at the following locations:
  - » Washington Street
  - » Westminster Avenue
  - » Mill Lane
  - » Hillside Avenue
  - » Park Circle
- Surveyed and re-configured the intersections of Overlook Road/Washington Street and Ronald Road/Washington Street.
- Installed approximately 70 new ADA Compliant curb cuts and wheel chair ramps at roadway intersections at various locations in Town.
- Provided oversight and construction support for the reconstruction of the Mill Brook culverts at Mill Lane and Brattle Street.
- Reviewed sixteen projects for compliance with the Town's Storm-Water Mitigation Bylaw.
- Issued approximately 425 Street Opening and Trench Permits for various utility-related work on Public Ways.
- Assisted the Massachusetts Water Resources Authority (MWRA) with their Section 28 Pipeline Project in Arlington Center.
- Reviewed the 2010-Revised Federal Emergency Management Agency (FEMA) Flood Maps and successfully procured a Letter of Map Revision (LOMR) for the Spy Pond Area.
- Provided construction support and oversight for various projects in town, including the new CVS on Massachusetts Avenue and a retail block in the Heights.
- Completed investigation within the limits of the Year #5 designated area of the Town's Multi-Year Sewer Improvements Program.
- Provided oversight of new private way construction (Park Hill Circle at 50 Washington Street); 3 new lots proposed.
- Provided continued oversight of new private

- way construction (Lillian Way).
- Provided oversight for the implementation of the Automatic Water Meter Reading System.
- Provided design oversight for proposed improvements to Forest Street. Project has received Federal Recovery Act funds totaling approximately \$1.6 million.
- Participated in the Metro-Northwest Consortium in the development of cooperative, regional procurement of municipal roadway and sidewalk construction projects; and successfully completed our 2010 projects under the resulting regional bids.

## Highway Division

The Highway Division of the Public Works Department maintains 102 miles of roads, 175 miles of sidewalks, 175 miles of curbing, eight parking lots; along with numerous guardrails, stairs, walls, and fences. The division also performs street sweeping services and maintains traffic lines, signs and drainage systems (culverts, pipes, manholes, catch basins and drain channels).

## Street Sweeping

The Town is swept twice annually (spring fall), with an optional summer sweep evaluated annually.

- Spring sweeping of all paved streets completed.
- Summer sweeping was not conducted in 2010 as street cleanliness was adequate. The manpower for this task was diverted to bolster the sidewalk repair efforts. Summer sweep is evaluated annually to determine its need over other priorities.
- Fall sweeping was cut short by early snow-falls, 16 routes of 35 completed.
- Sweeping on main streets done weekly (twenty-eight times).

## Snow and Ice Control

- There were twenty snow and ice events.
- Private contractors used for five events.
- 40.5 inches total snow fall for season.
- 5,819 tons road salt used.

## Performance Measurements

- Painted 233,479 l.f. (linear feet) of centerline, fog line, bike lane, and crosswalks.
- Painted 3,780 l.f. parking space lines.
- Installed 3,904 l.f. of 12 inch thermo plastic crosswalk.
- Painted 59,406 l.f. crosswalk bars, stop bars, and parking bays
- Painted 87 miscellaneous traffic markings
- Repaired or replaced 65 catch basins.

- Cleaned over 1,071 catch basins.
- Removed and installed 2,530 l.f. concrete sidewalk.
- Removed and installed 1,719 l.f. asphalt sidewalk.



*Bike path reconstruction after 2010 spring floods*

## Special Projects

- Provided setup, tear down for Patriots Day Parade, Town Day, Feast of the East, and three Elections.
- Re-claimed bike path from Drake Road to Frazer Road following heavy spring flooding.
- Re-claimed lower Venner Road following heavy spring flooding.
- Staffed water distribution event for MWRA "Boil Water Order."
- Rebuilt wall at reservoir bathhouse.
- Moved public works administrative office from Town Hall to Grove Street.
- Installed solar powered trash and recycling compactors (Big Belly).
- Designed and built stage at Town Hall for Town Day.



*Public Works, Public Safety, and Public Health staff and volunteers at the free water distribution event during MWRA Boil Water Order*



## Water/Sewer Division

The Water and Sewer Division continues to maintain 135 miles of water mains, 127 miles of sewer mains, 9 Sewer Lift Stations, and numerous hydrants, valves, and service connections/shut offs. Additionally, the Division reads usage meters and prepares bi-annual bills on 12,865 accounts.

### Performance Measurements

- Installed 11,597 new endpoints for automatic meter reading system (ARM).
- Provided emergency response crew 24/7.
- Replaced 108 water services.
- Worked with the fire department to perform annual fire hydrant inspections.
- Repaired or replaced 47 hydrants.
- Replaced 23 sewer service lines.
- Responded to 50 sewer back-up calls.
- Repaired or replaced 14 water-gate valves.
- Responded to 1,092 customer calls.
- Completed 445 meter appointments.
- Installed 31 temporary service lines.
- Processed 139 final water readings.
- Repaired 23 sewer system breaks.
- Replaced 610 meters.
- Worked with highway department on annual basin cleaning project.
- Read approximately 25,731 meters and produced water and sewer bills.
- Operated and maintained the Town's nine lift stations.
- Performed 412 mark outs for National-Grid, Nstar, and Verizon excavations.
- Performed 26 water shut offs for maintenance/repairs.
- Responded to 74 calls for street and property leaks.
- Conducted testing on 804 water quality samples.
- Cleaned out 65 sewer blockages.
- Cleaned and repaired 28 drains.
- Created 28 new billing accounts.

## Motor Equipment Repair Division

The Motor Equipment Repair Division continues to maintain 105 over-the-road vehicles including three front end loaders, five backhoes, one mini-excavator, two tractors, nine heavy-duty dump trucks, nine small dump trucks, twenty-two pickup trucks, six utility body trucks, ten snow fighters, nine school buses, three street sweepers, two sewer flushing trucks, one rubbish packer, one compressor truck, one generator truck, two welding trucks, six sedans, three vans, one heavy-duty crane, one rack body, one small, multi-use tractor, and one flat bed.

The average age of our construction vehicles is 10.4 years, and we have five vehicles that are over 20 years old. The efficiency and productivity of our work demands that we stay with an annual replacement program for our oldest vehicles.

### Vehicles Purchased

Utility Truck – Operations	\$28,102
40,000 GVW 4x4 Dump w/plow – Highway	\$137,415
Dump Truck – Tree	\$28,683
Pickup 4x4 w/plow – Parks	\$30,740
Dump Truck w/sander and plow - Properties	\$45,659

## Properties Division

The Properties Division provides the Town of Arlington with quality custodial services, maintenance, and improvements to its public buildings and facilities. The Division is responsible for the maintenance of forty individual public buildings listed in the table below.

List of Public Buildings (40) serviced by Arlington Properties Division	
<b>Arlington Schools</b>	<b>Libraries</b>
Arlington High School	Robbins Library
Athletic Field Snack Shack	Fox Library
Ottoson Middle School	<b>Central Services</b>
Stratton Elementary School	Town Hall
Peirce Elementary School	Town Hall Annex
Dallin Elementary School	<b>Public Works</b>
Brackett Elementary School	DPW (Grove Street Complex)
Bishop Elementary School	Assembly Hall
Hardy Elementary School	Director/Engineering/Inspection
Thompson Elementary School	Snow Fighting Garage
<b>Non-Public Schools</b>	Maintenance Garage
Gibbs (Private Use)	Large Salt Shed
Crosby (Dearborn Academy)	Small Salt Shed
Parmenter (Private Use)	Dog Pound
<b>Public Safety</b>	Cemetery Chapel
Community Safety Building	Cemetery Garage
Central Fire Station (HQ)	Reservoir Pump house
Park Circle Fire Station	<b>Miscellaneous</b>
Highland Fire Station	Robbins House
<b>Recreation</b>	Robbins Cottage
Bath House	Jarvis House (Legal Dept.)
Recreation Ice Rink	Jefferson Cutter House
Spy Pond Fieldhouse	Mount Gilboa
	27 Maple Street (Senior Center)
	23 Maple Street (House)



Repair operations on water main break in Arlington Heights



## *Performance Measurements*

- Town Hall - Waterproofed Clock tower and second floor exterior (north face).
- Town Hall - Waterproofed exterior of east facing side of building.
- Town Hall - Replaced roofing membrane over main auditorium.
- Facilitated temporary "Fire House" trailer at Grove Street complex.
- DPW - Completed build-out design and construction of Ouellette Building offices.
- DPW - Ouellette Building weatherproofing project.
- Maintained municipal parking lot meters.
- Assisted with energy saving lighting retrofits.
- Completed FEMA damage inspections and reports (February/March storms).
- Installed electric service for five water collectors.
- Rewired master fire boxes.
- Assisted in removal of street fire boxes.
- Community Safety - Miscellaneous water-proofing and roof repairs.
- Robbins Library - Completed additional gutter "heat tape" project.
- Robbins Library - Added lighting to main reading room.
- Robbins Library - Replaced rooftop chiller.
- Robbins House - Completed front porch renovation project.
- Robbins House - Completed roof insulation project.
- Robbins House - Completed rear porch renovation project.
- Robbins House - Replaced roofing and gutters on lower roofs.
- All Schools - Participated in the school National Security Program.
- AHS - Updated fire sprinkler system.
- AHS - Replaced stage floor.
- AHS - Painted front of building.
- AHS - Replaced flagpole.
- AHS - Replaced "B" building boiler.
- AHS - Replaced steam traps throughout building.
- AHS - Replaced Lowe Auditorium carpet.
- Ottoson - Refinished gym floor.
- Ottoson - Completed lower roof repair.
- Dallin - Refinished gym floor.
- Brackett - Refinished gym floor.
- Brackett - Replaced energy management system.
- Stratton - Replaced electrical service.
- Peirce - Replaced energy management system.
- Crosby - Replaced roofing.

## **Natural Resources Division**

The Natural Resources Division consists of the Forestry and Parks sections and is responsible for the proper management, care, and maintenance of Arlington's more than 18,000 public trees, thirty parks, numerous playgrounds, athletic field infrastructure, open spaces, and public lands.

### *Forestry*

The Division removed 123 diseased, storm damaged, or root damaged trees including 21 trees that were uprooted in June during a localized disaster caused by a 'microburst' that tore through East Arlington. The Division also planted 130 new trees and responded to 59 calls for pruning and trimming.

During the year the Division maintained the Arlington section of Minuteman Trail, cleaned and maintained traffic islands around Town, and on Massachusetts Avenue maintained the American flags and the banners and executed the holiday lights program. The Division also maintained the extensive grounds between the Town Hall and the Robbins Memorial Library.



*Town Hall Gardens*

### *Parks*

The Division maintained thirty parks, numerous playgrounds, athletic field infrastructure, open spaces, and public lands including: the Reservoir forested trails and beach facility, North Union Spray Pool, the Town Hall Gardens, the Donald R. Marquis/Minuteman Trail, Broadway Plaza, the Robbins House gardens, and traffic islands.

### *Performance Metrics*

- Planted 130 trees (2" caliper average size).
- Removed 123 diseased, storm damaged or root damaged trees.
- Trimmed and/or pruned 59 trees.
- Maintained thirty parks with riding mowers, push mowers, and weed-whackers.
- Cut and rake twenty-six traffic islands.
- Over 140 trash barrels emptied daily.

- Sand or chips added to playgrounds (twenty-five) as needed.
- Marked and dragged baseball diamonds (twenty for games).
- Wet markings of athletic fields (twenty) in spring and fall. Must be repeated weekly.
- Playground equipment is maintained and repaired as needed.
- Special Town events such as Town Day including set-up, clean up/take-down, plus disposal of public trash.
- Removed graffiti in all Town areas and bike path.
- Performed winter snow/ice control on Town sidewalks and parking lots.
- Performed clearing of bus-stops and sidewalk ramps in commercial centers and around schools.



*Path around Arlington Reservoir*

## Cemetery Division

The Cemetery Division maintains the Mt. Pleasant Cemetery and the Old Burying Grounds. Starting in 2008, lawn mowing, raking and tree trimming are done by contracted services. Maintenance of gravestones, tombs, walls, fences, roadways, trees, and the Chapel continues to be provided by the remaining five staff members.

Mount Pleasant Cemetery is expected to run out of spaces for new gravesites within the next five years and planning for future interments is a major priority. The Cemetery Expansion Committee was formed by Town Meeting in 2006 and has been actively pursuing expansion land including a memorial park for the placing of cremains in Cooke's Hollow in cooperation with the Conservation commission. A feasibility study has been completed and plans are forthcoming. The Cemetery is currently planning for green cremains burials. Chapel improvements for increased functionality are being explored. The concept of a columbarium is being explored as well. A columbarium is a structure for the interment of cremains.

<b>Mt. Pleasant Cemetery 2010 Revenues</b>	<b>Number</b>	<b>Revenues Invoiced</b>
New Grave Site Sales	66	\$ 127,000
New Urn Grave Sales	7	\$ 2,500
Perpetual Care Sales	68	\$ 34,000
Grave Site Buy-backs	1	\$ (650)
Earth Burials	193	\$ 192,150
Cremain Burials	51	\$ 15,300
Non-Resident Burials	78	\$ 39,000
Overtime, Holiday Surcharges	43	\$ 31,100
Mock Burial	2	\$ 400
Foundation Charge	55	\$ 9,350
Disinterments	2	\$ 2,300
Chapel Use, Misc.	2	\$ 150
<b>Total Gross Revenues</b>		<b>\$ 452,600</b>

## Performance Measurements

- Provided 244 interments (193 full burials and 51 cremain burials).
- Conducted two disinterments.
- Performed cemetery fee services, raising \$452,600 in gross revenues.
- Sold 73 new grave sites.
- Completed the second and final phase of non-ornamental fence replacement.

## Recognitions

The following Public Works Employees retired in 2010 with over twenty-five years of service. David Palmacci (36 years), Pedro Ortiz (27 years). We wish them many happy years of well-earned retirement.

The Director, John Bean, retired in December and Town Engineer Michael Rademacher was appointed as his successor in early January 2011.

In conclusion we would like to extend heartfelt thanks to our dedicated Public Works workers who keep our roads repaired and plowed, water flowing, our sewers running, our trash picked up, and our parks attractive. Their efforts are an important part of the high quality of life that we enjoy in our community.



*Emergency repair site of Mill Brook Culvert by Ryder Street.*



## RECREATION DEPARTMENT

In 2010 the Arlington Recreation Department continued to offer a variety of safe, quality programs and facilities for the residents of the Town of Arlington.

The Veterans' Memorial Skating Rink at the Arlington Sports Center was renamed the Ed Burns Arena at the Veterans' Memorial Sport Complex and received major capital improvements including: a new rink bed extended to 197', boards, 6' seamless glass, increased size of players benches, modified penalty box area and timer's booth, installed a low emissivity ceiling, installed subfloor heating system to allow for making ice in the warm weather, updated handicapped ramp and viewing area, improved the existing dehumidification system, updated electrical controls for the refrigeration system and installed a new state of the art water heating system. In 2010 the Veterans' Memorial Rink had 1,859 hours of ice rentals and our public skating attendance numbers were 3,979 adults and 7,846 youth/seniors, excluding seasonal skate passes.

<b>Veteran's Memorial Rink</b>	<b>FY 2010 Actual</b>	<b>FY 2009 Actual</b>	<b>FY 2008 Actual</b>
Ice Rental Hours	1,859	2,086	1,913
Rec & Public Skate Hrs	500	552	496
Public Skate #'s-Adult	3,979	3824	3,597
Public Skate Passes #'s-Adult	58	55	46
Public Skate #'s-Child/Sen	7,846	8597	8,356
Public Skate Passes #'s-Child/Sen	98	92	85
Skate Rentals	2,762	2597	2,713
Skate Sharpening	982	962	932
Skate Sharpening Passes	20	11	NA
Stick and Puck	557	452	280

The Department has been committed to providing quality programs, special events, and improvements to its many facilities. New programs offered in 2010 include: youth lacrosse program for girls grades K-4, Barrie Bruce Youth and Adult Golf Classes, Zumba for Adults, Stroller Fit Classes, One Day Art Classes for Youth, Sharlie Joseph of New England Revolution Soccer Clinic and Thundercats After School Sport program at three elementary schools. Overall the participation numbers in recreational programs have increased significantly from 4,043 participants in 2009 to 4,872 participants in 2010.

With a very hot summer the Reservoir Beach continued to be a popular summer cooling spot. A total of 1,469 season passes were sold, an increase from the 1,129 season passes sold the previous year.

The North Union Spray Pool located adjacent to the Thompson Elementary School was also enjoyed by residents on a daily basis throughout the summer. The North Union Spray Pool continues to be a free service offered by the Department.



*Cooling off at the North Union Spray Pool.*

Gibbs Gymnasium continued to house a majority of the recreation indoor programs as well as provide indoor birthday party and gym rental options for the Arlington community. Gibbs Gym was allocated capital



funds to repair and replace the gymnasium floor. The project began during the summer and was completed in October. The Department oversees the rental of the facility, which currently includes various youth activities and organizations, adult basketball, and soccer. Gibbs Gym hosted 63 birthday parties in 2010 which is a decrease from the 110 hosted in 2009. The decrease can be directly contributed to increased recreation programs held at the Gibbs Gym and the gym floor renovation which resulted in the gym being closed for over two months.



*Tot Soccer*

Arlington Recreation collaborates with various Town organizations and recreation centers in Arlington to offer Town-wide special events. Such events include the Town Day Road Race, Daddy Daughter Dance, Egg Hunt, Halloween Window Painting, and Olde Tyme Summer Field Day. This year we continued to offer the successful Special Needs Skate Program with the Arlington Catholic High School Boys' & Girls' Hockey team and their coaching staff. Arlington Recreation proudly held their Third Annual Golf Tournament at Hillview Country Club. The tournament was in honor of basketball program volunteer Darla Hart. Limited outdoor recreational facilities and playing fields continue to be an important issue facing Arlington Recreation. The Department continues to work with both high schools and the Town's many youth sport associations crafting policies and procedures to assist in the scheduling and maintenance of Town playing fields. The Department also works with many of the park abutters, neighbors, and friends' organizations on perpetual park concerns and maintenance items.

The Department was very pleased to welcome Maria Day to the staff as the Department's office assistant.

## **Parks and Recreation Commission**

Arlington Recreation continues to manage the capital improvement projects for the Park and Recreation Commission. In 2010 the Thorndike Field Parking Lot was completed as well as the Summer Street Playground Renovation. The Veterans' Memorial Ice Rink/Ed Burns Arena received over one million dollars worth of necessary capital improvements. The Department also assisted the Planning Department in the renovation of the Gibbs Gymnasium Floor. The management of the recreational capital projects continues to be a major responsibility of the Director of Recreation.

With the passing of Article 36 by Town Meeting in the spring of 2010, the Recreation Director assisted in the implementation plan of designated off leash dog hours at parks specified by the Park and Recreation Commission. The Recreation Director is also assisting in the acceptance of a major financial gift to construct and operate a fenced off leash dog recreational area in Town.

## **2011 Objectives**

Arlington Recreation will continue to offer residents quality recreational programming. It is the goal of the Department to increase and improve program offerings every season. The Department will continue to work with users of the Arlington Sports Center and Town outdoor playing fields to address the increasing needs of the community. Our financial goal is to continue to become increasingly self-supporting through appropriate fee structuring and program and facility management.



**Arlington Recreation...Sign Me Up! Register Online at**  
[www.arlingtonma.gov/recreation](http://www.arlingtonma.gov/recreation)

## PARK & RECREATION COMMISSION

In 2010 the Park and Recreation Commission worked closely with Arlington's Recreation Director, Joseph Connelly, and various Town organizations and volunteers. The focus of the commission was to improve the Town's public recreation facilities and develop policies that address the ever increasing and varied demand for use of Arlington's playing fields and limited open spaces. The commission continued its efforts to upgrade parks, playing fields, playgrounds, and open spaces as outlined in its Multi-Year Capital Improvement Plan, developed and evaluated policies to address increased user requirements and resident needs, related to recreation facilities in Town and participated in a variety of committees working to address open space and recreation issues.

**Capital Improvements:**  
The process of identifying and implementing improvements to the recreation and open space properties under the jurisdiction of the Park and Recreation Commission involves establishing the need and its priority; applying for and receiving approval for funding; obtaining input from the general public and other interested parties; coordinating with user and "Friends" groups; reviewing the development of plans and specifications by qualified consultants, and selecting contractors through the public bid process and monitoring construction of the projects. The length of time for each project varies, depending on the availability of funds and complexity of the project. Here are summaries of these projects.

### **Arlington Sports Center/Veterans' Memorial Rink Improvement Project**

This year a major overhaul of the Town's sole ice skating facility was completed with minimal disruption to facility usage. A great deal of credit for the success of the renovation goes to the rink management and staff. Replacement and expansion of the complete rink bed and board system, installation of a low-e ceiling for energy efficiency, and dehumidification improvements were among the enhancements made to the aging facility. Plans and specifications were completed by Terry McLaughlin, within the context of the Sports Center Master Plan produced by Sasaki Associates, and Preferred Mechanical was the contractor. On December 28<sup>th</sup> a dedication ceremony was held to celebrate the naming of the Ed Burns Arena at the Veterans' Memorial Skating Rink.

### **Thorndike Field Parking & Access Improvements**

In 2010 the Commission saw the completion of upgrades and safety improvements to the Thorndike Field Parking Area. The area, adjacent to the Minute-man Bikeway, sees heavy use by cyclists, pedestrians commuting to the Alewife T-station and field users. The commission worked with the Transportation Advisory

Committee (TAC) to identify off-site overflow parking alternatives and signage to help control access. With Warner Larson of Boston providing design services and construction completed by Jnj Sacca of Arlington, the project focused on improving pedestrian and vehicular safety, traffic flow, drainage, and landscaping improvements in an environmentally sensitive location.

Summer Street Playground and multi-generational area

Warner Larson of Boston was retained to create the design for renovations to the Summer Street Playground and basketball court and to develop a multi-generational recreation area. The project was designed to work within the context of the Master Plan prepared by Sasaki Associates for the Sports Center area, and incorporated recommendations from the Arlington Police Department to help improve safety and reduce vandalism. Between Buck and Hill's Hill fields, a highlight of the renovation is a large completely handicapped accessible children's play structure with zero-entry ramp. Behind Summer Street Field, a tree-shaded multi-generational area provides bocce courts, game tables, a circular walking path with fitness stations, and young child play elements. Construction was completed by Jnj Sacca of Arlington.

### **Wellington Tennis Courts**

Design work began in 2010 for the renovation of the Wellington Park Tennis Courts. With the demand for tennis courts in Town increasing, this much needed improvement will restore the five courts at the park on Grove Street for individual and high school play. As a public recreation space adjacent to Mill Brook, this is expected to be one in a series of renovation projects to improve access and usage of the properties along the brook corridor. Leonard Design is providing the design services for the court renovations.

### **Thorndike Off-Leash Recreation Area (OLRA)**

With a feasibility study completed by Leonard Design highlighting several potential options, Thorndike Field was selected as the location for Arlington's first dedicated fenced off-leash recreation area for dogs and their owners. Funding for the project will mainly come from a generous gift by the Stanton Foundation, which has agreed to donate 90% of the total project cost to the Town. The design process is slated to begin in early 2011 followed by construction.

### **Maintenance Priorities**

As the success of the playing field maintenance program continues, focus this year has been on other significant maintenance issues. In parks like Spy Pond, McClennen and Menotomy Rocks, concerns exist about continuing pathway erosion. The commission would like to acknowledge the efforts of the Friends of Spy Pond



Park for their research of potential solutions, which has led to a demonstration installation at Spy Pond Park of test materials. Arlington's skateboard park at McClenen and the hillside slides at Robbins Farm are also rallying the efforts of their Friends' groups to find solutions to problems that exist with these well-used recreation sites.

## Policies

In 2010 the Commission reviewed its playing field policy with respect to the increased use of lights and amplification equipment. The policy was enhanced to control the use of these amenities to minimize disruption to neighborhoods and to require compliance with independent monitoring and the provision of penalties. In its first year of implementation, 100% compliance by field users was achieved.

To help ensure equity and the protection of Town properties, the Commission also developed and implemented a policy for the placement and use of storage sheds on Town fields. It also continued to monitor league expansions and use of Town facilities, including working with the Arlington/Belmont Rowing Club program to insure its compliance with the town's motorboat bylaw in its use of Spy Pond.

At the spring 2010 Town Meeting a bylaw amendment was passed to allow responsible dog owners to have dogs off-leash at properties under the jurisdiction of the Park and Recreation Commission during limited morning hours, provided they follow a set of established rules. The commission held several public meetings, including one facilitated by retired judge Rudolph Kass, to define exclusions and implementation guidelines. A brochure of rules and signs for parks were developed and widely distributed. On a monthly basis, the commission reviews all concerns and comments and is optimistic about the recently implemented change.

## Other Projects and Activities

In addition to the many organized and pick-up sports activities, Arlington's parks and open spaces continue to provide the community with venues for a wide variety of recreational opportunities. Organized star gazing, movie nights, picnics, school fairs and field days, a fishing derby, Shakespeare performances, an arts festival, concerts, a tennis tournament, and "Spooky Walk" are some of the special event requests reviewed and approved by the commission this year.

2010 was also the pilot year for the Robbins Farm Community/Educational Garden Project. This communal garden saw all participants work a single large plot at Robbins Farm Park and share the harvest, unlike the Magnolia Park Community Gardens where individuals work their own small plots. The garden also provided an opportunity for gardening education for children and adults. The Recreation Department administered the

program, which was open to all residents, and after a successful first year, the commission has approved an expanded pilot for 2011.

Another successful pilot program that the commission approved and continued to monitor is the seasonal installation of portable restrooms at many of its parks and fields. This year, working with the Disability Commission to obtain CDBG funds, the commission reiterated its commitment to insuring that all of the portable restrooms, which are funded by donations from local sports organizations and Friends groups, are handicapped accessible units.

Also in 2010 the Commission participated in several committees and discussions related to recreation and open space concerns. Through its participation in the Mill Brook Linear Park Study Group, which was formed to study the feasibility of developing a Mill Brook Linear Park, the commission continues to look for opportunities to enhance and improve recreational access along the brook. The Fenced Off-Leash Recreation Area (OLR) Task Force was formed to evaluate and recommend options to the commission for the creation of a fenced area in Arlington that could be designated for off-leash dog recreational activity and continues its work as the Thorndike OLRA capital project begins. Finally, the commission was approached by the School Department to consider a land swap arrangement that would allow the rebuild of the Thompson Elementary School on the North Union Park land and participated in the discussions, which ended in a decision to pursue other options for the school renovation.

The Park and Recreation Commission would like to acknowledge and thank the countless community members of all ages who actively participate in the many youth sports organizations, Friends groups and other committees dedicated to recreational pursuits and open space enjoyment. Without these passionate volunteers the quality of Arlington's parks and recreation opportunities would be greatly diminished.

Additional information on the work and projects of the Park and Recreation Commission can be found at [www.arlingtonma.gov/parkrec](http://www.arlingtonma.gov/parkrec).



## LIBRARY DIRECTOR AND BOARD OF TRUSTEES

### Mission

The Robbins Library is a vital community center that connects people with traditional and technological resources for life-long learning, intellectual pursuits, and leisure. The Library responds to citizens' needs with services and activities in a welcoming setting built on a history of free and equal access to information for all Arlington residents.

### Usage

The Library continued the pattern of previous years with increases in circulation of library materials and again experienced the highest circulation in its history. (Fiscal Year 2010). The number of visits to the library increased to over 319,000 while many residents from home remotely accessed the wealth and variety of resources offered. As in the previous year, citizens increasingly relied on the Library for its free services in this time of continued economic hardship. All ages enjoyed Library programs, computer workstations for access to the Internet, and electronic databases. Job seekers utilized the computers for resume writing, employment opportunities, and online job applications. Many also took advantage of the free hands-on workshops on online job hunting. Professional librarians at the Reference Desk, in the Children's Room, and at Fox Branch assisted the public in meeting their informational needs through the Library's book and periodical collections and with electronic resources. Although the Robbins Library continued to be closed Thursday mornings, the public enjoyed Sunday afternoon hours funded through private donations. The Library recorded increases in program attendance, interlibrary loans, and reference transactions. Library staff worked diligently to meet the demands of the continued high usage despite the enactment of a job freeze for the second year in a row that left positions unfilled in the second half of the year in the Children's, Adult Services, Fox Branch, and Administrative Divisions.

### Accomplishments Strategic Planning

Beginning in July 2010 library administration and staff began work on a variety of initiatives that were identified in the long range planning process of 2009. The three-year strategic plan was designed to be both realistic and aspirational within the limited financial resources of the Town. Library staff and administration focused on four ambitious goals:

Improve awareness and support of the Robbins Library through effective outreach, communications, programs, and partnerships. Specific activities in 2010

included continued effort to encourage citizens to sign-up for online announcements of programs and new services, creation of a teen and general Facebook presence, ongoing communication with teens to improve services, preliminary planning for developing a marketing plan, and co-sponsorship with the Garden Club of the highly popular Books in Bloom fundraising event.

Ensure that Library programs, services, and collections reflect community needs, interests and expectations for all ages and groups. Actions included the distribution and analysis of the user satisfaction survey, ongoing communication with teens to improve services, application for a grant to provide services to older active adults in the 50-70 age range, and planning for a new film series.

Ensure that the physical library continues to provide a welcoming and useful environment. Improvements included new lighting in the Reading Room, planning for improved lighting along the ramp to the library entrance, re-organization and new policies for the teen space to ensure the safety and comfort of that age group, and re-organization of the music CD collection for ease of browsing.

Provide technologies that expand the Library's capabilities to provide resources, programs, and services to the Arlington community. These were fulfilled by Facebook presence, purchase of additional netbooks for wireless use, and continued participation with the Minuteman Library Network in catalog enhancements.

### Sunday Openings

For the third year the Board of Library Trustees and the Friends of the Robbins Library conducted a successful fundraising campaign to be open on Sunday afternoons. Thanks to the generosity of over 250 individuals and businesses in the community, the library will be open on Sundays from October 2010 to May 2011. These hours are a very convenient time for families and working people to utilize the Library's vast resources as demonstrated by the highest per hour usage of any time period during the week.

### Customer satisfaction

Results of a user satisfaction survey demonstrated that over 98% of respondents found their library experience to be excellent (73%) or good (25%). Among the highest rated aspects were the materials collections, building facility, and the performance of staff. The administration read all comments made on the surveys and tried to address any concerns.

### Diversity Award

Library Director, Maryellen Remmert-Loud, was recognized by the Martin Luther King Birthday

Celebration Committee for the library's efforts to foster diversity.

## Losses

Staff and the public were saddened by the death of Children's Librarian Helen Kreisler who

was a favorite of children and parents for her creative story hours and warm, caring personality.

Helen was a dedicated and energetic employee who shared her enthusiasm and love of children's

literature with all who frequented the children's room.

## Services for Adults

Adults and young adults of middle and high school age utilized the services provided by the librarians in the Adult Services Division for school, work, and personal life. The Library continued to staff the Reference Desk whenever the Library was open to the public and tried to provide two librarians whenever possible during busy hours. Fifty-five online databases were provided by municipal funding, the Minuteman Library Network, the Massachusetts Board of Library Commissioners and the Metrowest Regional Library System. The databases reflected a wide variety of subject areas including biography, literature, business, careers, consumerism, downloadable audio, exam and test preparation, genealogy, health, history, language learning, local history, newspapers, politics and scholarly journals. With the public workstations in almost constant use, the staff assisted patrons in the use of the Internet, electronic databases, and with computer troubleshooting. The Library recorded 174,853 visits to its website, an increase of 17% from last year.

Among the many monthly book and audiovisual displays that staff created to highlight the collections were the very popular foreign films display, cult fiction, National Poetry Month, stained glass, and foreign language materials. This summer recorded the highest participation in the adult and young adult summer reading program, enhanced with a raffle for gift certificates funded by the Friends of the Library. Many local organizations also took advantage of the Library's exhibit space in the lobby to publicize their organizations and to present informational displays.

The ever-popular Speed Read collection provided the opportunity to browse this small collection of new and popular materials for which there was a significant demand. The library continued its efforts to assist English Language Learners (ELL) by increasing that collection, starting a quarterly English Language Learners newsletter, offering orientation sessions to ELL groups and attending ELS conversation groups.

Arlington residents enthusiastically participated in the eighth annual Arlington Reads Together program that promoted closer ties among community members through reading *Marcelo in the Real World*. The novel chronicles the challenges that a 17-year old boy with an autism-like impairment experiences as he works one

summer in his father's law firm. A variety of programs included book discussions, music as relaxation and therapy, and star-gazing. The library was fortunate to have the author of the book, Francisco Stork speak to an enthusiastic audience and engage in a lively questions and answer period. The Community Read project was sponsored by the Board of Library Trustees, Friends of the Library, and the Diversity Task Group of Vision 2020.

The Community Room and Conference Room were used by approximately 100 local organizations for a total of 985 meetings. In addition, the two study rooms were in constant demand by students and tutors and the Local History Room received heavy usage by researchers with Independent Research Cards.

## Services to Young Adults

Young adults in grades six through twelve continued to make use of the facility and services. The Reference Desk staff assisted students with class assignments and bibliographic instruction and offered orientations to classes from the Ottoson Middle School. Teens made greater use of the young adult area as new policies were enacted to make them feel more comfortable and the collection was re-organized. Teens enjoyed the teen blog and Facebook page as well as the regular book collection, books on CD, and Playaways. Teens again volunteered their time in the Teen Tech Tutors program to teach adults to use the self-checkout stations, cell phones, and the Internet. Young adults participated in the programs planned by library staff and the Young Adult Advisory Committee including a game design workshop, after school Wii, jewelry workshop, beginning knitting, scrabble tournament, reading to children, assistance with children's booksale, open microphone night, duct tape craft project, cupcake decorating, capoeira, comic art, after-hours video game night, pumpkin carving, a Dr. Who mini-marathon, and a Glee Night. Teenagers continued to contribute program ideas through the young adult advisory committee and participated in focus groups at Arlington High School and an online survey. The results of this input will assist library staff in planning services for teens in the next few years. Teenagers participated in the summer reading program and had the opportunity to win raffle prizes funded by trust funds and local businesses. Multiple copies of titles on the middle and high school summer reading lists were available for students. The teen librarian from Robbins gave book talks to the students at Arlington High School.

## Services for Children

Children from infancy to fifth grade enjoyed the materials and programs offered by the Children's Division. Materials included books, magazines, books on tape, music and spoken word on CD, Playaways, DVDs and



videocassettes, CD-ROMs, puppets, and educational toys. Children and parents participated in 353 activities at the Robbins and Fox Libraries including storytimes in English and Spanish languages, sing-a-longs for infants and toddlers, babysitting workshop, celebration of National poetry month, craft times, craft fair with the Recreation Department, toddler programs, workshops, and various performances. A highlight of the year was the 2nd annual Scrabble Tournament that matched the vocabulary skills of elementary and middle school aged children. Over 1,000 children participated in the summer reading program with a theme of Go Green. Funding from the trust funds, Friends of the Library, and local businesses enabled children who participated to choose a free book to keep and to win small prizes. The children's librarians offered assistance to children, parents, and teachers in researching homework assignments and for general use of the book collection and the Internet. The public continued to request the very popular graded and subject booklists that are updated annually by Library staff. Several new booklists were prepared. The Library continued to prepare Quick Pick boxes with thematic picture books to assist parents who do not have time to browse the shelves. The Head of Children's Services partnered with the Arlington Rotary Club to secure a grant to be implemented in 2011 for easy reader materials.

The public and school libraries continued their cooperative efforts, although the ongoing lack of elementary school librarians continues to negatively impact this partnership. The public Library maintained collaboration with the schools through letters to teachers, attendance at elementary school faculty meetings, assignment support for teachers and students, extended loan periods for teachers, Library tours, and preparation of curriculum kits. The children's librarians presented book talks in the schools and instruction for classes at the Library as well as preparing the summer reading list titles for the elementary schools. This year the children's librarians also worked with the reading specialists at the schools to support at risk readers in the summer.

## Russell Fund

The Library is very fortunate to have the Anne A. Russell Children's Educational and Cultural Enrichment Fund, which sponsors many special programs for children that could not be afforded through the municipal budget. In 2010 these included: Scottish Dancing, Origami, Owls, KNEX, Arlington Philharmonic Concert, Yetti Frankel Poetry, Shakespeare for Kids, Audubon, bead making, science, hands-on history, Capeoeiro Brasil, Green Apple Kids performance, creative movement classes for infants and caregivers, comedian, Skype to Tanzania, Kamishibi, Spanish story times, crafts fair, and Chess Club. Approximately 1,000 children and adults attended three concerts on the grounds of the Library

during the summer. The Russell Fund also finances the very popular infant-toddler sing-a-longs. The fund continued to provide kindergarten packets to children to introduce them to the Library and baby bundle packets to new parents with information on library services for infants and toddlers. The Library held several sessions of a "Baby Brunch" to welcome parents and infants to the Robbins and Fox Libraries.

## Edith Fox Library and Community Center

Children and adults in East Arlington continued to enjoy branch library services on Tuesdays, Wednesdays, and Thursdays. Children and parents enjoyed story times, sing-a-longs, craft programs, drop-in play, a Chinese New Year party, Baby Brunch, drumming, Spanish story times, teen quilting, family movies, animation class, drama production by children, Sing-a-long Movie Night, Harvest Festival, animal program, family game night and the summer reading program. Elementary and nursery schools brought classes to the Library for stories and instruction. All ages enjoyed the monthly book displays that highlighted the collection and exhibits from community groups and the schools. The branch staff is to be commended for their efforts to maintain operations without a branch head for several months due to a freeze on filling vacancies. The walls on the first floor were re-painted and new window treatments installed through the efforts and funding of the Friends of Fox Library.



*Children's Storytime at Fox Library*

## Behind the Scenes

Library staff worked diligently to offer quality services to the community. The number of items borrowed from and loaned to other libraries continued to increase. Despite the fact that the public can request items electronically, the staff must still locate the materials and process them for loan and return. The Adult Services, Children's, Fox Branch and Technical Services Divisions selected, ordered, cataloged, and processed



19,040 new items including books, magazines, music compact discs, books on CD, DVDs, CD-ROMs, puppets, and educational toys. The entire CD music collection was re-cataloged and re-shelved to improve ease of use by the public. The Circulation Division checked out and returned 625,894 items to the shelves and worked on special projects to automate the serials check-in and to add duplicate barcodes to the front cover of all materials. Circulation Division staff also provided technical expertise with the children's Eko kids performance and the teen Dr. Who program. The Library collected \$66,188 in overdue fines and lost book money that was returned to the general Town fund.

The Adult Services Division continued to order various tax forms and serve as a distribution center to assist patrons in filing their state and federal income taxes. This Division also offered catalog classes for the public, performed preservation work on fragile materials, prepared various handouts of book and DVD holdings, created a college admissions display with handouts, published a Business Resources brochure, selected new materials for the Chinese Language collection, selected new databases, coordinated the adult summer reading program, did a presentation to the Arlington Garden Club, created a booklist of titles in large print, cleaned CDs and DVDs on a special machine, input Arlington organizations into the MLN Community Information Database, celebrated National Poetry Month, and participated in an Ecofest fair at Town Hall.

Library staff prepared the children's monthly newsletters and the online children's and business subscription announcements to keep the public aware of services that are available. Other staff activities included: selecting, weeding and updating the collection, responding to local history questions of which many were from out-of-state patrons, updating the periodical list, shifting collections, creating booklists and displays, scheduling the meeting rooms, working with the Minuteman Library Network on assessing new potential online databases and updating of records in the automated catalog, and processing books that need re-binding.

Library administration coordinated several special projects: implementation of the first year of the new long range plan for library services for FY11-FY13, reorganization of the Technical Services Division, coordination of the Community Read, implementation and analysis of the user satisfaction survey, preparation of a federal grant to improve services to adults in the 50-70 year age range, scheduling of private functions in the Reading Room to raise additional revenue, compilation of statistical data to participate in a nationwide comparison of Library usage, and acknowledgement of donors to the annual and Sunday fundraising appeal. The Town applied for a waiver of the municipal appropriation requirement because the FY2011 library budget did not meet state standards for certification and state

aid. This state grant in the amount of \$59,796 is used for participation in the Minuteman Library Network and to purchase Library materials.

For the second year in a row, it was particularly challenging to maintain the quality of Library services as resignations created vacancies in several Divisions including Adult Services, Branch, and Children's that were not filled due to a hiring freeze. This seriously impacted the ability of staff to maintain the high quality of library services expected by the community.

The Library continued its efforts to meet patron demands for new audiovisual materials including DVDs, music CDs, and books on cassette and CD. The Friends DVD rental collection continued to prove very successful and the proceeds from the rentals will allow for the further expansion of the collection.

Technology investments in 2010 were focused on supporting and extending customer services such as adding a second self-check station in the Children's Room, touch screens and e-commerce capability at both self-check stations that allows library members to make electronic payments in-library. Additional netbooks were added to meet a growing demand for wireless internet usage. Cost effectiveness continues to play a driving role in technology and to that end service and maintenance of existing equipment was a focus this year including the planning for an air conditioning solution in the computer room.

## Board of Trustees

The seven-member Board of Trustees continued its commitment to administer the trust funds for the optimum benefit of the community, raise private funds to augment the municipal budget, and advocate for adequate staffing and delivery of essential Library services. Several Board members continued to serve on a Town-wide advisory committee to develop a policy for all Town trust funds. The Board approved funding in FY10 for materials for the adult, children's, young adult and Fox



*Board of Trustees: standing left to right, Brigid Kennedy-Phister, Francis Murphy, Kathryn Gandek-Tighe, Barbara Muldoon; seated left to right: Katharine Fennelly, Joyce Radochia. Missing from photo: Heather Calvin*

Branch collections. These included reference and circulating books, books on CD, playaways, music CDs, foreign language literature, language learning, local history, and art prints. Other services funded included the summer reading programs, activities for children, Community Read, author program, public relations, volunteer appreciation, and staff development. The Board conducted a mail solicitation of individuals and businesses to raise funds for the collections. It also raised private funds in conjunction with the Friends of the Library for Sunday openings from October 2010 to May 2011 and will continue this endeavor next year. Board members also participated in Town Day by staffing a table providing information on Library activities and resources.



*Books in Bloom*

## Friends of the Library

The Friends of the Robbins Library, with a membership of 450, continues to assist the Robbins and Fox Branch libraries with programming, fundraising, and advocacy efforts. This vital support group raises supplemental funds for materials and equipment not provided through the municipal budget including books, books on CD, music CDs, multicultural, and mini-laptop computers for use within the library. They also sponsor the family museum pass program. The Friends hosted a wide variety of programs: genealogy, theatre performance of *Proof* by the Arlington Friends of the Drama, Tree Planting, Preserving Photos, author Francisco Stork, *Law and Order*, and performance of the Christmas Carol. The Friends co-sponsored the very successful Books in Bloom event with the Arlington Garden Club. The annual Children's/Young Adult book sale, co-sponsored by the Russell Fund, with able assistance from members of the Library's Youth Advisory Board, helped raise needed funds. Stuart Whitehurst of Skinner, Inc. appraised treasures brought by audience members in a repeat of a very popular program held at Town Hall in the spring. On a beautiful late September day, book lovers came out in droves for the Friends' Town Day book sale. Many visitors also regularly peruse and make purchases from the ongoing book sale on the fourth floor of the Library. The rental DVD collection continues to draw many users to the convenient location on the first floor. The

library is very appreciative of the efforts of the Friends Board of Directors and part-time coordinator who plan many activities in support of library services

## Future Goals

Due to the projected reductions to the library budget, library services will suffer. The Library administration and staff will attempt to continue to offer high quality services during open hours. However it is anticipated that a budget reduction of at least 8% will result in a 28% decrease in the book budget, closing of one night at the Robbins Library, need for the Friends of Fox to provide significant funding to maintain hours of operation and services at the Fox Branch, reduction in Children's Services at the Robbins Library, and delays in shelving of returned materials. The Town will not meet the state's municipal appropriation requirement. Unless the state grants the library a waiver, the Town would lose state aid to libraries, face de-certification and residents could be denied borrowing and interlibrary loan privileges at local libraries and throughout the state. The Library will increasingly rely on trust funds and private donations to maintain its materials collection and to meet state requirements.

Library administration and the Board of Trustees will continue fundraising efforts to solicit private funding for materials and hours of service and programs not afforded through the municipal budget. The Library will continue its commitment to high quality children's services through the financial support of the Anne A. Russell Children's Educational and Cultural Enrichment Fund.

Library administration and Trustees had hoped in FY2012 to implement several objectives identified in the long range plan to improve public services. However funding must be diverted to maintaining the materials collection due to the severe budget reductions and therefore only some of the original objectives can be fulfilled. Some specific objectives targeted for FY2011 are:

- Implement reduced hours of operation.  
Continue to study usage patterns to best serve community needs.
- Work with the Friends of Fox to attempt to secure private funding for the Fox Library.
- Provide schedule of programs within staffing constraints that address community needs.  
Prioritize age groups to be targeted.
- Secure funding to continue the programs for older active adults that was initiated under a federal grant.
- Evaluate and prioritize use of trust and Friends funds to reallocate money to collections to mitigate reduction in municipal funding.
- Secure funding to implement a marketing plan.
- Explore partnerships to deliver library servi-



ces beyond the library facility.

- Monitor the costs and implications of implementing RFID technology in FY2015 in conjunction with the Minuteman Library Network.
- Evaluate the need to re-configure services on the first floor of Robbins Library to better serve adults and teens.
- Continue to expand on fundraising efforts.

## Acknowledgments/Donations

In FY2010 citizens, businesses, and organizations donated over \$45,000 for general purposes, materials, and opening of the Robbins Library on Sundays. The Library acknowledges with appreciation these gifts which allow for the purchase of books and audiovisual materials, which would be unaffordable through the municipal budget alone. As in previous years the programs and services of the Anne A. Russell Educational and Cultural Enrichment Fund have enriched the community. The Library is also grateful to Arlington resident Richard Duffy who continued to donate the profits from the sale of his book, *Arlington Then and Now*, to the Library.

The Friends of the Library donated over \$61,000 to the library for programs, membership to fifteen museums, reference books, books on CD, DVDs, music CDs, children's books, young adult materials, Playaways, language learning CDs, Chinese books, materials for the Fox branch, databases, website design, Community Read, paperback shelving, raffle prizes for summer reading program, and other supplementary materials.

### Volunteers

Once again this year the Library benefited from the work of dedicated volunteers. The Library staff is grateful for the contributions made by volunteers who donated over 4,000 hours assisting with many aspects of Library operations. Beverly Brinkerhoff and Page Lindsay gave significant hours to operate the important homebound delivery program. Eric Berger conducts chess classes for children from kindergarten through sixth grade and Joan Lippman joined with the children's librarian to create musical accompaniment at the story times. Also deserving of special note is Anne Honeycutt who has facilitated the popular book discussion group for more than a decade. Liz Eagan and Richard McElroy maintained the ongoing Friends of the Library book sale on the fourth floor.

Volunteers assisting at the Robbins Library in a variety of capacities in 2010 are: Barbara Ahearn, Kurt Albrand, Christina Alexandre, Bill Bradley, Sandra Canzanelli, Janet Casey, Duane Crabtree, David Castiglioni, Kathy Carusone, Noreen Cronin, Ghilyana Dordshieva, Ginny Gardner, Kim Haase, Carol Hoover, Sedef Kuleli, Maxine Litkinof, Maxim Litvinov, Mary Lynch, Janet MacMillan, Cynthia McGinty, Anne Macchi, Barbara Middleton, Debbie Minns, Glen Rivera-Barnes, Ellen

Shearer, Marcie Theriault, Marjorie Willis, Jayne Zaccaganini and Jing Zhu. The Library is grateful for the work of participants in the Town's Senior Citizen Community Service Reimbursement Program.

The Library also acknowledges the efforts of the following students, many of whom volunteered at the Library to fulfill their community service requirements for high school: Karen Aubourg, Callie Martin, Savannah Martin, Deme Shiferaw and Maggie Whited.

Special recognition is given to volunteers Joanne Burns, Susanne Dorson, and Amy Weitzman who started the children's Thrift Shop at the Fox Library. They are assisted by many volunteers. The money raised by this endeavor supported operations at the Fox library and funded the aesthetic improvements to its first floor.

Library administration and Trustees are very grateful to the Friends of the Library Board members for all their support: Susi Barbarossa, Terry Barry, Andrew Fischer, John Gearin, Helen Krikorian, Amy McElroy (Coordinator), Sally Naish, Judi Paradis, Skye Stewart, Wendy Watson, and Timothy Wilson.

Volunteers assisting with the Town Day or Youth book sale were: Rebecca Aaronson, John Ammondson, Andy Ananthakrishnan, Nancy Ashley, Susi Barbarossa, Terry Barry, Katie Barvick, Jamie Battell, Irene Bauer, Richard Bauer, Jenny Brown, Helene Cornelius, Jo Costantino, Liz Eagan, Bonnie Echmalian, Jeffrey Echmalian, Harold Forbes, Kate Glen, Alison Goulder, Kay Gryniewicz, Liza Halley, Suzi Hassel, Barbara Hayes, Katharine Jones, Helen Krikorian, Paulina Langley, Judy Lavine, Lauren Ledger, Helen Leonard, Marian Lombardo, Amy McElroy, Sue McHugh, Kate Mitchell, Emily Molloy, Sally Naish, Ruth Norcross, Sheila O'Donnell, Annmarie Ostrowski, Judi Paradis, Greg Pisano, Hilary Rappaport, Emma Rich, Jacob Rich, Nancie Richardson, Emily Snyder, Skye Stewart, Wendy Watson, Kathy Way, Bev Williams, and Timothy Wilson.



*Father and son reading.*



## ARLINGTON PUBLIC SCHOOLS 2009-2010 ANNUAL REPORT

The Arlington Public Schools are dedicated to a shared vision:

**All students will achieve at their full social, emotional, creative, and academic potential, and will be prepared for higher level academics, workforce success, active citizenship, and life-long learning.**

Drawing on this vision, the Arlington tradition of excellence in the classroom, performing and visual arts, and athletics continued in the 2009-2010 school year. Motivated students, great teachers, dedicated administrators, involved parents, and a supportive community made ongoing excellence possible. Our focus on building on past successes and moving forward on our four key goals continued. Major accomplishments resulting from our efforts to achieve our District Goals, which were approved by the School Committee, are elaborated here:

### **Goal 1: Ensure that all identified subgroups achieve their full academic and social potential.**

The Special Education Department implemented five new or redesigned programs to meet the learning needs of students who had previously required out-of-district placements to ensure instruction in the least restrictive environment. Four Design Teams were created to help in this process by bringing together administrators, parents, and teachers/specialists to review Early Childhood, Therapeutic, and Language-Based Programs and to guide the development of new programs for Autism Spectrum Disorders. The Department also implemented multi-tier Supported Learning Centers (SLC) in K-12 programming, as well as an integrated preschool. Teacher Assistance Teams (TAT) continued to be effectively implemented at all levels to assess student needs and develop action plans prior to a special education referral. Administrative responsibilities in the Department were reorganized to provide clearer lines of communication and supervision. The Department also implemented child-centered and cost-effective strategic scheduling of services.

### **Goal 2: All students will attain high levels of academic achievement through the implementation of data driven, standards based education.**

The District continued to refine and integrate into daily life in the classroom clear expectations for what every child should know and be able to do (standards

based education). District-wide common assessments in mathematics, English, and writing help teachers pace their instruction and inform them which students have mastered the skills and content and which students need further instruction. Curriculum overviews for every discipline K-12 are available on the district website.

The District's common curricula and expectations at all grade levels and departments allow students to enter the next grade or course with similar experiences, which increases instructional time on new material by eliminating the need to spend the start of the year getting each student to the same place. It also ensures that students receive the same great education no matter what school they attend.

Our intensive reading program, which focuses on early intervention and intensive support for struggling readers, demonstrated continued success in its fourth year of implementation. Students were assessed three times during the school year and data from these assessments determined the level of support provided for students not meeting benchmark standards. This initiative has helped many more students read at grade level. In June, 92% of students in grades K-5 were reading at grade-level benchmarks.

MCAS results of Spring 2009 indicate that our students continue to perform at high levels. Students in grades 3, 4, 5, 6, 7, 8, and 10 are assessed in English Language Arts (ELA) and mathematics. In grades 5, 8, and 10, students are assessed in science. In total, Arlington administered 17 different MCAS tests to students last year. Arlington students scored in the top 10% statewide on 7 of the tests, in the range of 11%-20% on 8 tests, and, in the range of 21%-30% on 2 tests. Our English Language Learner students taking the statewide assessment (AMAO) for English proficiency and mathematics outperformed the state averages by considerable margins.

Kindergarten teachers engaged in an intensive self-study last year in preparation for their accreditation visit from The National Association for the Education of Young Children (NAEYC) during the 2009/2010 school year. All of our programs received high marks from NAEYC. The Kindergarten teachers implemented developmental mathematics assessments (AMC) in order to initiate early interventions to support students in mathematics.

### **Goal 3: Ensure that all Arlington students are well prepared for academic, social, emotional, physical and vocational success in the 21st century.**

Teachers and administrators focused on incor-

porating 21st century skills into every classroom at all grade levels. While the content of what we teach remained stable, we placed greater emphasis on team work, the ability to work in a multicultural global society, hard work, communication skills, creative problem-solving, and the ability to evaluate and synthesize information. Technology applications were also expanded at all levels.

Some additional instructional changes in the past year include:

- a differentiated gifted and talented program at each elementary school
- the incorporation of "Pre-AP" skills, such as Soapstone and Optic (strategies to analyze text for inferences, synthesis, and purpose) into all ninth and tenth grade courses
- explicit instruction in evaluating source material in social studies classes
- shared expectations and standards among English and social studies teachers on research papers
- the development and implementation of capstone projects for seniors

A key professional development activity involved teachers working in Collaborative Learning Teams to improve student learning. In addition, teachers in the Mathematics Department continued to benefit from the Focus on Math NSF grant that provides seminars, study groups, and workshop opportunities to expand and deepen their content knowledge in mathematics. Teachers at all levels benefited from educational programs and course offerings through our Primary Source membership, which was funded through a grant from the Arlington Education Foundation (AEF). Two teachers traveled to China through a Primary Source course. The district continued its participation in the Teachers As Scholars Program, which provides teachers with content-rich professional development programs. This program is funded through the federal Title 2A grant. AEF provided grant money for teachers to implement innovative projects and lessons into their classrooms, and to integrate global themes into the elementary social studies and literacy curriculum.

## **Goal 4: Ensure a working environment with the tools and systems that enable staff to focus on student success.**

To ensure a safe learning and working environment, the District prioritized addressing the list of health, safety, and workplace needs. Some of these initiatives included standardizing our emergency response systems (funded through the federal REMS grant), expanding the uses of our data management system (Power

School), and upgrading our technology capabilities. The schools continued to work in partnership with the police, town, and community to insure consistent and coordinated responses to inappropriate student behaviors. The Diversion Program, started in 2006, and focusing on restitution and rehabilitation for first time, non-violent behavior, has proven to be an effective model. We have partnered again this year with community and non-profit organizations to provide more options for counseling services. Meeting the social and emotional needs of children is as high a priority as meeting the academic needs of our students.

Arlington has made a substantial investment in its school buildings, and we continue to improve and streamline the maintenance of these facilities. Capital funds were allocated again this year for physical improvements at Stratton and Thompson. A three-year plan was developed for Stratton to upgrade the heating, electrical and wiring systems and to replace the windows and roof. The first phase of the project, roof replacement, was completed during the 2010 summer. The town entered into a feasibility study with the Massachusetts School Building Authority (MSBA) to reach a decision as to whether Thompson will be rebuilt or renovated. The feasibility study was slated to be completed in the fall of 2010.

The 2009/2010 District Goals approved by the School Committee on November 10, 2009 provided the basis for the major accomplishments noted above. The following is the full text of the District Goals, including each goal's detailed sub-goals. In addition to the major accomplishments described above, the District addressed all sub-goals, fully accomplishing the majority and making measureable progress on the few that remain open.

**The Arlington Public Schools are committed to helping every student achieve emotional, social, vocational, and academic success. We want every student to be ready to fully participate in life, work, and democracy in the 21st century. The goals listed below are this year's special efforts. Other aspects of system are equally important, such as the arts and athletics, and even though they are not targeted for special efforts this year, they remain a high priority.**

## **Goal 1: Ensure that all identified subgroups achieve their full academic and social potential.**

*2009-2010 activities include:*

- Raise achievement in Mathematics and ELA at the middle school for students on IEPs and for students who are economically disadvantaged.



- Develop Education Proficiency Plans (EPP) at the high school and Individual Student Success Plans (ISSP) at the middle school to support all students who receive Needs Improvement or Warning/Failing on their ELA, Math, or Science MCAS.
- Continue efforts to develop and enhance programs and services to improve inclusion support and ensure appropriate instruction in the least restrictive environment.

**Goal 2: All students will attain high levels of academic achievement through the implementation of data driven, standards based education.**

*2009-2010 activities include:*

- Provide opportunities for teachers to look at student work to inform and improve teaching and learning at all levels in ELA, mathematics, and science.
- Implement AMC mathematics assessments in Kindergarten.
- Provide professional development for early intervention in mathematics for Grade 1 and 2 teachers using AMC mathematics assessments as a tool in their classrooms to identify and support students who struggle with mathematics.
- Initiate on-going district and building-based Collaborative Learning Teams (CLT) as a professional development activity for all teachers to improve student learning.
- Implement grades 1-5 standards based progress report.
- Continue to implement Teacher Assistant Teams (TAT) in all schools.
- Complete Kindergarten accreditation by the National Association for the Education of Young Children (NEAYC) with on-site visitations in the spring.
- Ensure that 92% of students in grades 1-3 will be at grade-level reading benchmark in June, 2010.
- Enhance use of Data Warehouse as a data source in order to improve instruction and student learning.

**Goal 3: Ensure that all Arlington students are well prepared for academic, social, emotional, physical and vocational success in the 21st century.**

*2009-2010 activities include:*

- Incorporate higher order thinking skills, challenge activities, and effective habits of mind in instruction across the curriculum at all levels.
- Expand research skills curriculum and cita-

tion instruction in grades 5-12.

- Critical and Creative Thinking skills units in Grades 3-5 in each elementary school.
- Explore the use of university-based on-line courses to broaden the availability of course offerings in world languages, science, and other areas.
- Expand the use of technology applications at all levels.
- Provide mental/emotional health and substance abuse services using both school personnel and partnerships with non-profit, private practice, and third party billing providers in the community.
- Implement capstone projects for seniors as an alternative to second semester and year-long courses.
- Work with university and business partners to develop opportunities in math, science, technology, and global education.
- Provide opportunities for students and staff to engage in physical education activities and to encourage incorporation of daily physical activity and healthy eating habits into their daily lives.

**Goal 4: Ensure a working environment with the tools and systems that enable staff to focus on student success.**

*2009-2010 activities include:*

- Continue to explore a more streamlined purchase order processing system and provide principals and department heads with access and oversight of relevant budget lines. (Continuation of action from 2008-2009).
- Build and expand district use of Power School - expand administrative capacity (i.e. teacher attendance, TAT)
- Use existing technology to effectively communicate with parents, colleagues, and students to improve student learning.
- Complete a draft multi-year building improvement plan for Stratton Elementary School that will be submitted to the Capital Planning Committee.
- Work with the MSBA on a feasibility study to decide whether the Thompson Elementary School will be rebuilt or renovated.
- Update computer hardware in the district to one platform and comparable capacity.
- Develop a capital technology plan for the acquisition of hardware and software.
- h. Examine the effectiveness of web-based maintenance and technology requests.
- i. Explore implementation of an automated lunch payment process at AHS

- (continuation of action from 2008-2009).
- Utilize effectively the on-line district calendar for scheduling events.
- Appoint committee to make recommendations on space issues at OMS.
- Implement the goals of the REMS grant.
- Research successful models and create a new teacher evaluation process and instruments to be submitted to the AEA and School Committee for approval.
- Institute a Professional Development Advisory Committee composed of teacher and administrators.
- Develop a plan to address space and maintenance issues at renovated schools using enrollment projection data.

## MINUTEMAN REGIONAL VOCATIONAL TECHNICAL SCHOOL DISTRICT



### About Minuteman

Minuteman is a four-year career and technical high school serving the member towns of: Acton, Arlington, Belmont, Bolton, Boxborough, Carlisle, Concord, Dover, Lancaster, Lexington, Lincoln, Needham, Stow, Sudbury, Wayland, and Weston. Minuteman combines rigorous academics in preparation for college with relevant career and technical programs. The school also provides career development programs for adults through the Community Education program.

### Enrollment

As of October 1, 2010, 102 high school students and thirteen (13) post graduate students were enrolled at Minuteman providing a full time equivalent (FTE) of 115 residents of Arlington.

In the fall, Minuteman experienced a 60% increase in the Freshman Class. New recruitment and communications strategies were executed and have included students, parents, alumni, and advisory committee members speaking to parents, interested students, and community groups about the value-add of a Minuteman education. As the 2011-2012 Recruitment Activities have evolved we have seen an additional increase in interested 8th graders. All indications are that student interest in Minuteman is increasing from our member communities.

### Multiple Avenues of Enrollment

Minuteman offers a unique program allowing student enrollment on a half day-every day basis. Currently, no Arlington students take advantage of this design. Juniors and Seniors are encouraged to visit minuteman.org for more information.

Minuteman offers 'Post Graduate' programs to Arlington residents of any age who are seeking to enhance their own economic opportunity via skill development. Beginning in FY12 Member community Post-Graduate Students will be charged a partial tuition that will escalate over several fiscal years to reflect the estimated operating costs.

2010 Arlington Graduates and Awards  
 Korey Allard, Collision Repair Technology  
 Kyle Booth, Collision Repair Technology  
 Nicole Botting, Early Education & Care  
 Nathaniel Bucci, HVAC  
 Brianna Buckley, Graphic Communications  
 Nicholas Cain, Carpentry  
 Mackenzi Cooper, Biotechnology  
 Hannah Cravotta-Crouch,

Graphic Communications  
 Sotirikey Dimakis, HVAC  
 Megan Doherty, Cosmetology  
 Michael Fontaine, Graphic Communications  
 Clark Jackson, Graphic Communications  
 John James, Cosmetology  
 Sean Keane, Graphic Communications  
 Indianara Kuhl, Environmental Science  
 Kelley LeBlanc, Graphic Communications  
 Justin Lewis, Carpentry  
 Cassandra Mabee, Carpentry  
 Matthew Marchant, Automotive Technology  
 James Mascioli, Electricity  
 Ashley Moriarty, Culinary Arts  
 Meghan O'Keefe, Graphic Communications  
 Joanna Paquette, Culinary Arts  
 Daurys Perez, HVAC  
 Kelly Pessotti, Cosmetology  
 Samuel Rosenbaum, Plumbing  
 Andrew Schanda, Collision Repair Technology  
 Mollie Slomiak, Culinary Arts  
 Emily Sprague, Cosmetology  
 Kathleen Sullivan, Culinary Arts  
 Micah Trembly, Engineering Technology  
 Trevor Williams, Plumbing  
 Dianna Willms, Engineering Technology

At the 2010 graduation, Clark Jackson received the Edward A. Lillis Memorial Award. Dianna Willms received the Friends of Minuteman Award, Comcast Leaders and Achievers Scholarship, Marine Corps Athlete Certificate, Minuteman Drama Club Award, Minuteman Faculty Association/Elaine Karkos Award, and



the Minuteman Parent Association-Science Technology Division Award. Emily Sprague received the Friends of Minuteman Award. Hannah Cravotta-Crouch received the Friends of Minuteman Award and the Minuteman Parent Association-Commercial Services Division Award. James Mascioli received the Friends of Minuteman Award, Arlington Dollars for Scholars, Felicia M. DeLorenzo Memorial Award and the Roger Eleftherakis Memorial Scholarship. Justin Lewis received the Minuteman Alumni Association Award. Kelly Pessotti received the Friends of Minuteman Award, and the Minuteman Alumni Association Award. Korey Allard received the Minuteman Parent Association-Trades Division Award. Kyle Booth received the Friends of Minuteman Award. Meghan O'Keefe received the Friends of Minuteman Award, Minuteman Drama Club Award, and the Retired Men's Club of Arlington Award. Micah Trembley received the Marine Corps Scholastic Achievement Award. Michael Fontaine received the Richard Trzepacz Memorial Award and the Minuteman Drama Club Award. Nicole Botting received the Friends of Minuteman Award. Trevor Williams received the John Hayward Memorial Award. These awards are given to students of superior academic achievement and significant participation in school or community activities.

## SkillsUSA

Student Competition Category		State Results
Lisa Willms	Non-Traditional Career Portfolio	Silver
Dianna Willms	Non-Traditional Career Portfolio	Silver
Anthony Senesi	Job Interview	Gold
Alejandro Cuellar	Sustainability	Gold
Dianna Willms	Engineering Technology	Gold
Peter Kelly	Tech Prep - Ind & Eng Technology	Gold
Kavanaugh Bucci	Mechatronics	Bronze
Indianara Kuhl	Occupational Health and Safety – Multiple	Gold
Iruma Shibuya	State Officer      Officer Elect - State	Parliamentarian

## Class of 2010 Graduate Achievement Highlights

- 100% successfully passed the state-required MCAS in English and Math.
- 25% of the class of 2010 earned the John and Abigail Adams Scholarships.
- 72% college bound or advanced Technical Training, 19% career bound and 5% military. Overall, graduates achieved a 96% positive placement rate.
- 100% of Dental graduates passed the National Dental Board examination.
- 100% of Early Education and Care program completers were certified by the Massachusetts Department of Early Education and Care.
- 100% of Cosmetology graduates passed State Board examinations.
- Health Occupation graduates achieved 100%

in college acceptance.

## Commencement Student speakers:

Valedictorian, Adam Strandberg, a Biotechnology graduate from Tewksbury, was honored with the DeLuca Family Award, the Minuteman National Honor Society Award, the MPA - Science Technology Academic Scholar Award and was a Friends of Minuteman Award recipient. Adam is attending Massachusetts Institute of Technology (MIT) in Cambridge, MA.

Salutatorian, Ivan Yu, a Pre-Engineering graduate from Billerica, was honored with the Minuteman Attendance Award, the Minuteman National Honor Society Award, the Murphy Insurance Agency, and was a Friends of Minuteman Award recipient. Ivan is attending Rensselaer Polytechnic Institute in Troy, NY.

Senior Class President, Dianna Willms, a Pre-Engineering graduate from Arlington, was honored with the Comcast Leaders and Achievers Scholarship, the Marine Corps Athlete Certificate, the Minuteman Drama Club Award, the MPA /Elaine Karkos Award, the MPA Science Technology Award a Friends of Minuteman Award recipient. Dianna is attending Western New England College in Springfield, MA.

## District Leadership

In December, Middlesex County District Attorney, Gerard Leone, recognized Superintendent, Edward Bouquillon with the Martin Meehan Education Leadership Award in achieving exemplary status in regards to school safety, protection, and education of its students.

In January of 2011, the Lexington Chamber of Commerce recognized Minuteman in its efforts to promote Workforce and Adult Education programs with the 2011 Community Initiative Award.

The New England Association of School and Colleges (NEASC) approved the Decennial Re-accreditation of Minuteman in November of 2009 with a concern regarding the facility.

## Financial and Asset Management

The Massachusetts School Building Authority (MSBA) invited Minuteman to the Feasibility phase of a renovation project. As of August 15th, All of our 16 member towns approved the Feasibility Study request of \$724,000. The first phase of the project includes the completion of an Enrollment Study, Strategic Plan, and a review of the Regional District Agreement. In late spring the district will continue the Feasibility Study to provide member communities with further details regarding the potential project scope.

The financial management software system, BudgetSense, was fully implemented in the Business Office. A new Director of Business and Operations replaced two administrators. This position oversees all areas of non-instructional support services provided to

the school and will continue to improve effectiveness and transparency in these areas.

Cosmetic upgrades continued in the school, relocating the Early Education Child Care Center, refurbishing of hallway areas, three classrooms, and removal of dilapidated bleachers and out buildings on the property.

## Curriculum and Instruction

Since 2008 all 9th grade students have studied English and Math every day, rather than the long-established "week-on-week-off" schedule, thus providing more consistent and concentrated instruction in preparation for MCAS as well as project-based learning and academic and technical integration.

The Strategic Planning process has identified several new programs that Minuteman will be offering including: Criminal Justice/Bio-Security, Animal Science and Technical and Performing Theater Arts Cluster. Two programs were phased out in 2010 including Office Technology and Auto Body Repair. In 2010 Hospitality Management gained Chapter 74 State Approval. A Barbering Program is in its second year of operation under the umbrella of the currently approved Cosmetology program.

## Assessment and Program Evaluation

Minuteman offers a Non-traditional Exploratory Program through which all students learn about the viability of men and women in non-traditional careers, such as Automotive Technology, Carpentry and Construction, Computer Science, and Engineering for women and in Medical Careers, Cosmetology / Barbering for young men.

## Professional Development

The Minuteman staff has prioritized professional development for the 2009 – 2012 school year; including summative and formative assessment methodologies. In addition, Minuteman is in its third year of creating a Professional Learning Community. School-wide goals being implemented include; teacher-to-teacher peer observations, 9th Grade Executive Function support, Reading Consultancies, and Academic-Career and Technical curriculum integration.

## Teaching Faculty Recognition

Environmental Technology teacher Emily Blume was awarded the 2010 Ocean Stewardship Teacher of the Year Award from the New England Aquarium.

Social Studies teachers accepted an invitation to participate in a Teaching American History Grant, awarded by the U.S. Dept. of Education. Other members of the collaborative are Lexington, Woburn, Burlington, Bedford, and Somerville Public Schools.

## Student Access, Participation and Support

Minuteman reorganized the assignment of guidance counselors to provide incoming 9th grade students with a dedicated guidance counselor. Our research has shown that many freshmen need additional support as they adjust to High School.

A freshman Executive Function initiative was launched this year. Students received a master binder to enhance their planning and organization skills. Direct instruction includes the development of study skills and strategies with particular emphasis on: pre-reading, time management, unit organization, note-taking, and test preparation

This is the second year of supporting a full-time Reading Specialist. In addition to working with the students on his own caseload, he consults with academic and CTE teachers toward the development and application of a school-wide reading program.

Enrollment has increased in Art (50%) and Music (200%)!

Enrollment in Honors courses has increased 24%.

Minuteman offers 16 sports with three levels (Varsity, Junior Varsity, and Freshmen) throughout the school year. Over the past 7 years the number of participants has doubled in many of the sports offered. Minuteman students have access to more than 20 clubs and activities.

The Minuteman Parent Association (MPA) meets monthly and supports all aspects of the Minuteman community. In addition, they assist in fundraising for scholarships awarded at graduation. The goal of the MPA is to help support student access and achievement in all areas including but not limited to academic, vocational, athletic, and extra-curricular activities.



## ARLINGTON CULTURAL COUNCIL

The Arlington Cultural Council (ACC) is a local council of the Massachusetts Cultural Council (MCC), a state agency, consisting of resident volunteers appointed by the Arlington Board of Selectmen for three-year terms. Council members, who may serve for as many as two consecutive terms, are charged with the responsibility of supporting and encouraging the arts, humanities, and interpretive sciences in Arlington, primarily through the annual distribution of state allocated funds to applicants through a competitive grant process.

Though much of its business is related to grant cycle activities, occurring September through December, the Council is active year-round. The ACC generally meets on the second Monday of each month at the Robbins Library. All meetings are announced in advance and are open to the general public.

On April 12 the ACC honored 2010 Grant Recipients at a Town Hall reception with refreshments, art displays, and speakers. About seventy guests, including grant recipients and Arlington residents, gathered for the reception. Selectman Clarissa Rowe announced the current year's grants recipients, three members of our state legislative delegation were present at the event: Reps. Brownsberger and Garballey, and Sen. Donnelly. All spoke about the importance of arts and culture programming in Arlington, even in difficult financial times.

In September the ACC participated in the annual Town Day celebration, offering a community art project at its booth. This year, the ACC collaborated with the Arlington Center for the Arts to present a mini-expo on Public Art in Arlington, including approximately six exhibits of individual artist's work, plus a participatory temporary public art installation. The ACC also uses its Town Day booth to distribute current grant applications and guidelines, and provides information about upcoming arts events.

The ACC offered a free Grant-writing Workshop on October 3<sup>rd</sup> for anyone planning to apply for funds by the application deadline of October 15. At the workshop ACC members offered attendees assistance with the 2011 grant application process. Following the application deadline, applicants were invited to two public sessions that provided opportunity for them to elaborate on their projects. In November, the ACC held a day-long voting meeting to decide which applications would be funded. Applicants not receiving funds were notified by November 30, and those receiving funds are notified in January, 2011 (as directed by the MCC).

In this recently completed 2011 grant cycle, thirty applications were received from schools, individual artists, and cultural groups. Requests for funds totaled \$32,614. Funds available for allocation by the ACC totaled \$11,557. Proposals were received from residents

of Arlington as well as other towns and cities in Massachusetts. Following deliberations, the ACC awarded seventeen grants as follows:

- Le Cafe Francais, Gina Sonder, \$375.00
- AEC African Drum Project, AEC, \$607.00
- The Silly Laughing Musical Fun Poetry Show, Robbins Library, \$350.00
- Tuba City Cultural Odyssey, Luke Jaffe, \$500.00
- Kamishibai (Japanese Puppet Theater), Shunsuke Yamaguchi, \$800.00
- Songs Off the Walls: CD and Concert, Shari Craig, \$1,000.00
- Arlington and the Cultural Renaissance, Dalin Museum and Arlington Historical Society, \$700.00
- A Master Class and Concerts, Pasquale Tasone, \$1,500.00
- Our Fragile Earth, Gail McCormick, \$375.00
- Meet Eleanor Roosevelt, Arlington Seniors Association, \$350.00
- Celtic Lullabies, Aine Minogue, \$1,500.00
- Author-in-Residence & Literary Festival at Peirce Elem School, Jocelyn Willet, \$250.00
- Our Village of South Sudan, Sudanese Education Fund, \$550.00
- Shakespeare in the Parks – Revitalized, Arlington Center for the Arts, \$1,000.00
- Maasai Cultural Performance, Simba Maasai Outreach Organization, \$350.00
- Sol y Canto Latin Music Ensemble Performance at Town Hall, PASS Grant, Arlington Elem. PTOs, \$1,100.00
- A Trip to the Japanese House at Boston Children's Museum, PASS Grant, Thompson School PTO, \$250.00

Plans for 2011 include the annual Grantee Reception at Town Hall in April, a Town Day booth in September, and the annual Grant Cycle, with 2012 grant applications due on October 15, 2011.

## ARLINGTON HISTORICAL COMMISSION

The Arlington Historical Commission (AHC) was established in 1970 to preserve and protect significant buildings within the Town that constitute or reflect distinctive features of the architectural, cultural, political, economic, or social history of the Town. This work is described in the By-Laws of the Town of Arlington, Title VI, Article 6. To accomplish these goals, the Commission maintains an *Inventory of Historically and/or Architecturally Significant Properties* and administers the demolition delay bylaw through formal public hearings and in-

formal meetings with owners of inventoried properties. The Commission is an advocate for historic preservation in Arlington. The AHC usually meets on the first Tuesday of each month at the Whittemore-Robbins House and all meetings are open to the public.

## Hearings and Property Monitoring

The Commission conducted formal hearings on three inventoried properties in 2010: 49-53 Appleton Street (Idahurst mansion), 9 Fessenden Rd., 1 Whittemore Park (Jefferson Cutter House).

Oversight on the properties from 2005-10 hearings continued through out the year. Monitored properties included the ones listed above plus 21 Appleton St., 3-5 Brattle St., 53 Brattle St., 15 Oldham Rd., 6 Park St., 43-45 Massachusetts Ave., 821 Massachusetts Ave., 71 Walnut St., 18 Water St. the Highland Fire Station and the former Symmes Hospital.

The Commission continues to monitor the historic Dr. Charles A. Atwood House at 821 Massachusetts Ave. The Atwood House was scheduled for rehabilitation rather than demolition when it was included as part of the site plan for the former Hodgdon-Noyes Buick dealership where a new CVS pharmacy has been built as approved by the Redevelopment Board.

Town properties that have come before the Commission include the Jefferson Cutter House, the Highland Fire Station, and the historic DPW garage (the former Arlington Gas Light Co). AHC Commissioners consulted on repairs to the Town Hall and Whittemore-Robbins House.

An informal hearing was held for 252, 258-260 Massachusetts Ave. a property that the Housing Corporation of Arlington is planning to use for affordable housing and voted to support the plans for rehabilitation.

## Historic Markers

The Commission managed the historic house marker program for all Arlington properties on the *Inventory*. Requests for the distinctive blue oval plaque remain strong. Each plaque displays the year the property was built and a historic house name, if any.

## Website

The Commission continues to maintain and improve its own website that provides a copy of the *Inventory of Historically and/or Architecturally Significant Properties* and describes the process for hearings before the Commission as well as listing our publications and projects. [www.arlingtonhistoricalcommission.org](http://www.arlingtonhistoricalcommission.org).

## Education and Outreach

Throughout the year, Commissioners participate in many activities that educate and inform citizens about historic preservation. The AHC participated in Town Day with a booth.

## Other Activities

The Commission continues to work with other Town agencies on the maintenance and restoration of the Whittemore-Robbins House and its outbuildings, the Winfield Robbins Memorial Gardens, the Town Hall and its grounds, and the Jarvis House at 50 Pleasant Street.

Commissioners represented the Historical Commission on various municipal boards and historic organizations in Arlington, including the Historic District Commissions, Zoning Bylaw Review Committee, the Arlington Preservation Fund, the Arlington Historical Society, the Old Schwamb Mill, and the new Tourism and Economic Development/Battle Road Scenic Byway Committee.

## Acknowledgements

The Commission would like to thank Richard A. Duffy for his significant contributions to the work of the Commission and his service for many years as the Co-chair of the Commission. After completing his appointed term, Mr. Duffy continues to serve as an Associate Commissioner.

## HISTORIC DISTRICT COMMISSION

The Historic Districts Act, M.G.L. Chapter 40C, was created to protect and preserve the historic resources of the Commonwealth through a local review system that encourages and ensures compatible improvement and development. Over 100 communities across the Commonwealth have enacted local historic districts to protect their historic resources and to ensure the preservation of the character of their community.

Arlington has seven established historic districts that include 351 properties that the community has recognized as unique resources worthy of protection. The seven districts and the dates they were established or most recently enlarged are: Avon Place, 1996; Broadway, 1991; Central Street, 1982; Jason/Gray, 1998; Mount Gilboa/Crescent Hill, 1991; Pleasant Street, 2006; and Russell, 1983.

The Arlington Historic District Commission (AHDC) is required by law to review the architectural appropriateness of most proposed exterior design changes, whether they be a minor alteration, new additions, or removal of trim or structures. The Commission consists of qualified volunteers appointed by the Board of Selectmen and always includes a property owner or resident of each District (if one is willing to serve), an architect, a real estate professional, and a representative from the Arlington Historical Society.

During 2010 the Commission met eleven times to hold hearings for property owners seeking approval for certificates for exterior work to be conducted on their homes. Part of the regular meetings included seven 7



Informal Hearings held for property owners seeking advice or resource information for work to be conducted and twenty eight (28) Formal Hearings with two subsequent application withdrawals (33 Russell Street and 26 Academy Street). As a result of those meetings, twenty eight (28) Certificates of Appropriateness, and thirty five (36) Certificates of Non-Applicability to be undertaken were granted. One denial letter was issued. During the year the Commissioners worked on educating the public on the role of the Historic District Commission at Town Day.

## Commissioner Changes in 2010

Madelon Hope Berkowitz resigned as a Commissioner At-Large; Alex Frisch resigned as Commissioner for the Central Street District; Margaret Potter resigned as a Commissioner for the Jason/Gray District; L. Margaret "Maggie" Kramer resigned as a Commissioner At-Large; Jonathan Nyberg joined as a Commissioner At-Large, and David Baldwin joined as a Commissioner At-Large. The Commission will be actively seeking replacements for the departed Commissioners in the Jason/Gray and Central Historic Districts as well as additional Commissioners At-Large during 2011.

## CYRUS E. DALLIN ART MUSEUM

The Cyrus E. Dallin Art Museum has had a very productive year in 2010. Many art lovers attended activities, exhibits, and lectures. Moreover, in just a few short months the museum will celebrate a major milestone - the 150th anniversary of the births of Cyrus Edwin and Vittoria Colonna Dallin.

### Lectures

Dallin Museum lectures continue with new speakers to celebrate the tenth anniversary of the museum's opening. These lectures and other events are aired on local television in cooperation with Arlington Community Media, Inc. (ACMI).

Historian Charles Bahne presented "Paul Revere's Ride" as part of the 150th anniversary of Henry Wadsworth Longfellow's poem. Bahne discussed the history of the ride, the poem which included lines missing from the original manuscript describing events that took place in Menotomy, Dallin's sculpture in Boston's North End, and his different, earlier statue in the museum's collection.

Patricia Capone, Associate Curator, Peabody Museum, Harvard University, presented *Unlocking Arlington's Past: Archaeology and Native Americans of the Region*, i.e. Cambridge/Arlington. This lecture was co-sponsored with the Arlington Historical Society and in conjunction with Massachusetts Archaeology Month, a Massachusetts Historical Commission initiative.

### Exhibits

The Town Hall Gallery showcased a 3 month photographic exhibit, *Cyrus E. Dallin's Monuments* and *Arthur C. Dallin's Stained Glass Windows* illustrating examples of the father-son artists who lived and worked in Arlington. Along with a painting and sculptures, the negatives of the monuments were donated by Lawrence Dallin in 1964. Fifteen photographs of stained glass windows designed and executed by Arthur depict only some of his work done for public buildings and churches, including the Park Avenue Congregational Church in Arlington Heights.

An open house was held to unveil new acquisitions to Arlington's community. Three portraits were displayed: *My Mother*, *George Abbot Smith*, and *Cyrus Dallin, Sculptor*.

*My Mother* (1904) is a 22" plaster bust of Dallin's mother, Jane Hamer. The newly-restored portrait, sculpted by her grandfather, was donated by Jean Dallin Doherty and her family.

*George Abbott Smith* (1917) is a bronze bas-relief in profile. In addition to being a friend of Cyrus, Smith, an Arlington native, was a benefactor to the Arlington

Historical Society and provided the funds to build the Smith Museum.

*Cyrus Dallin, Sculptor* (1909) is a plaster, bas-relief and prototype of the bronze in the museum's collection. The profile, given by David Brodeur, was created by his father Paul Adrian Brodeur, a student of Dallin at Massachusetts College of Art.

### Activities/Events

The Board of Trustees attended the reception of Arlington Cultural Council (ACC) recipients in April for the award of a grant to restore *My Mother*. The bust of Jane Hamer was brought back to its original luster with donations from museum supporters and the ACC. The museum is very grateful for this support.

Art on the Green, held on the lawn in front of the Jefferson Cutter House during Arlington's Town Day, hosted artists in all media: fabric art, jewelry, painting and photography, among others. Several local authors including Hank Philippi Ryan and Michelle McPhee autographed their works at Haley Booksellers booth. The raffle drawing was a great success and will help organize a future school art contest.

Massachusetts Archaeology Month (October) was celebrated with *Unlocking Arlington's Past: Native Americans and the Art of Cyrus Dallin*. This event included gallery talks, a special tour of local sculptures and places of archaeological interest as well as activities for children. The program was co-sponsored with the Arlington Historical Society and offered in conjunction with an initiative of the Massachusetts Historical Commission.

Every Tuesday night in November Not Your Average Joe's restaurant offered the museum the opportunity

nity to receive a contribution from diners.

Trustee Geri Tremblay, husband Don, and Gini & Bob (Crombie) Dallin visited Utah to see Cyrus Dallin's works in Springville and Salt Lake City. They attended an exhibit of Southwestern paintings at Brigham Young University, collaborated with Springville Museum of Art's Director Dr. Vern Swanson and Curator Dr. Virgil Jacobsen regarding acquisitions, and visited museums and monuments in Salt Lake City. View the artwork of this trip on [www.dallin.org](http://www.dallin.org)

## Acquisitions/Restorations

The museum received an oil of *Ann Carter Hanford and Daughter Lurevia*. Painted

ca. 1857 by an unknown artist, the woman in the portrait is the grandmother of Adele Kish, daughter of Victor Dallin. Adele (Candy) and John Kish and family have donated the painting.

The museum is also the new home of the papers of Dallin's biographer, the late Rell Francis, thanks to Janet and Lewis Francis. The extensive collection, compiled by Francis for his two publication *Cyrus E. Dallin: Let Justice Be Done* (1976) and

*Cyrus E. Dallin, Sculptor: Frontier to Fame* (2005), gives the museum the distinction of being THE leading repository for information on the life and works of C.E. Dallin.

Two oil paintings have been professionally restored: *Black Rock, Salt Lake* and *Lawrence's House*.

Foremost in an ambitious slate of marketing strategies, the newly redesigned website is launched at [www.dallin.org](http://www.dallin.org). The site provides information, images, and works by C.E. Dallin and news about exhibits and events at the museum.

The new Right Card, distributed to high traffic locations in and around Boston, is increasing museum attendance from tourists, students, and residents interested in the arts and heritage of the area.

## Ongoing Projects

Oral History interviews continue with James McGough chronicling the lives of Cyrus and Vittoria Colonna Dallin through the perspective of their family, friends, and neighbors. These videotaped sessions are expected to be a documentary production for local television.

Arthur Dallin's Stained Glass Windows are being located throughout New England, photographed, and researched for a future publication.

Guided tours for adult, student, and special interest groups are conducted by both the trustees and docents without whom the museum would not be able to open its doors. Many thanks to our selfless volunteers.

These activities were accomplished through the hard work of the museum's trustees, docents and other volunteers, with continued support from the Dallin Family, individuals outside and within the Town of Arlington, through matching grants from companies, and assistance grants from the Arlington Cultural Council. Due to the foresight and generosity of these individuals and sources, the museum has increased its collections, implemented educational programs, researched art and history, published articles, established a website, and promoted cooperation among Arlington's art organizations and other museums. 2011 is the 150th anniversary of C.E. Dallin and his wife V.C. Dallin. Special year-long activities will include a February vacation program for 1st to 4th graders, school art contest, spring open house, lectures, publications, and a variety of events.

The museum is open Wednesday through Sunday from noon to 4 PM. Please call 781-641-0747 for tour reservations, to verify hours, and to volunteer.



Watercolor, copyright 2010, Chuck Luca



## POLICE DEPARTMENT

### Department Overview

Throughout 2010 the Arlington Police Department (APD) continued to take on more challenges in an effort to meet the demands of the citizens of Arlington. The Department will continue to evolve in 2011 to meet the changing needs of our community. We continue to improve community partnerships; intelligence led policing initiatives, and refining training to maximize the effectiveness of our organization, all the while continuing our commitment to ensure the safety of all members of our community. The Department operates under a community policing philosophy that encourages citizen participation in solving problems of crime, fear of crime, and quality of life issues.

Organizationally, the Department is divided into operational and support functions. A Command staff of two captains assists Chief Frederick Ryan in strategic planning, budgeting, and operation. The captains administer the Community Services Division, the Support Services Division and the Professional Standards /Accreditation Office.

The Community Services Division is responsible for Patrol operations. This division is tasked with effectively deploying all uniformed patrol personnel, including the patrol division, community services officer, traffic unit, canine unit, bicycle unit, and animal control. The patrol division's primary responsibility is to provide quality uniformed law enforcement services to the community. Not only does the patrol division answer calls for service to the community but it also performs other specific assignments. These assignments include wide-ranging quality of life issues in Arlington. These proactive assignments

vary between enforcing traffic and parking laws, preserving the peace, protecting life and property, school safety, special event planning and grants coordination. Through the newly created Crime Analysis Unit, we are able to now track crime trends and patterns in the community. This is now resulting in patrol officers being deployed to specific locations to maximize police resources.

The Support Services Division is responsible for supporting the Community Services Division as well as overseeing the administrative functions of the entire police department. The Division is responsible for the criminal investigation bureau, training, new officer recruitment and hiring, information systems management, firearm/hackney licensing, police scheduling, departmental fleet, building maintenance, issuance of departmental records, and E-911 dispatch functions.

The Professional Standards/Accreditation Office is tasked with developing policies and procedures, working to maintain State Accreditation and Certification, investigating citizen complaints, and proactively addressing issues of professional standards and accountability within the department.

Recently, the Department concluded our second round of strategic planning with a focus on a continuance of analytical data to drive decision making as it relates to the development of valuable police resources. This strategic planning process will bring together technological tools, management practices, real-time data analysis, problem solving and intelligence-led policing that ultimately lead to *results*-crime reduction, a more efficiently run police department, and modern and innovative policing.

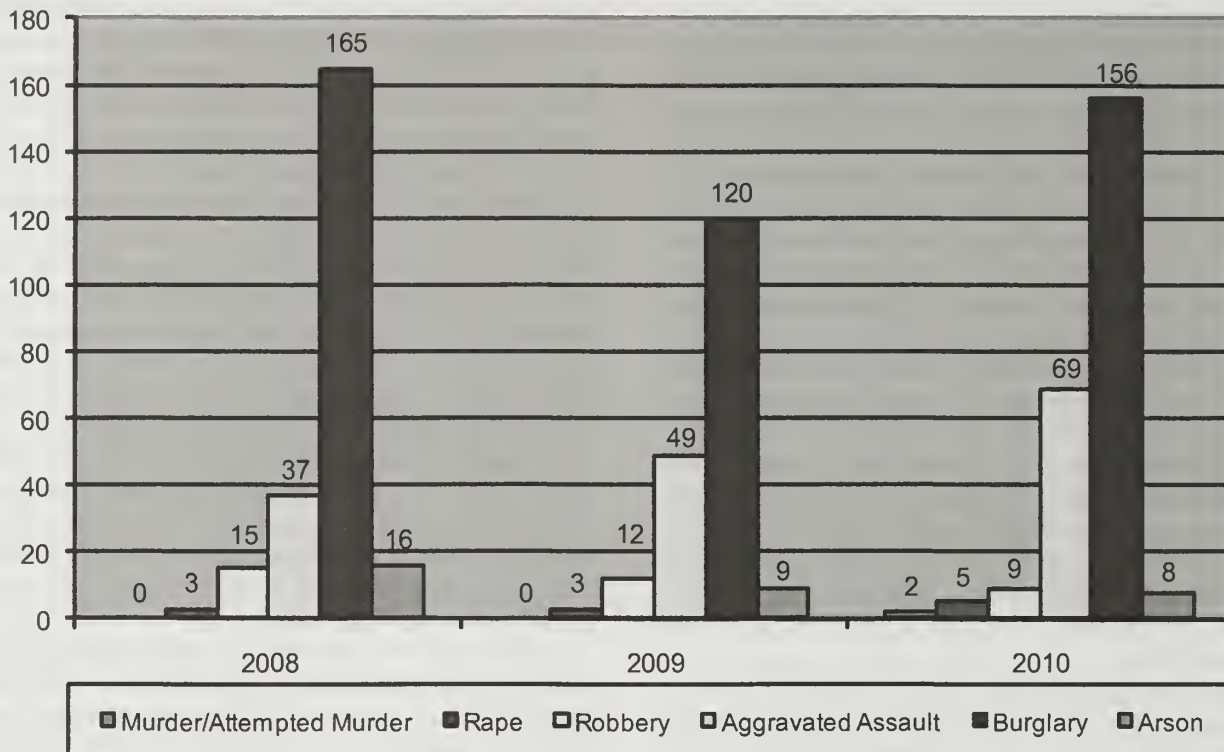
The APD has been challenged by further reductions in resources. The Department has historically been under funded and has been unable to proactively staff assignments to meet the needs of the community. As a result, it may necessitate a reassignment of and probable reduction in services provided by the Department. These reductions have already been realized in the criminal investigation bureau, traffic unit and patrol division. These reductions will not deter the Department from its core mission of providing quality policing to the citizens of Arlington.

### Crime

The Department collects incident information using a system called the National Incident-Based Reporting System or NIBRS. NIBRS is an improvement on summary based system known as the Uniform Crime Reporting Program, or UCR. Since 1930, the FBI has administered the UCR Program using statistics supplied by law enforcement agencies across the country. At the present time, the FBI is encouraging law enforcement agencies to transition to NIBRS, which provides a more accurate reflection of crime in a given community.



## Part "A" Crimes 2008-2010



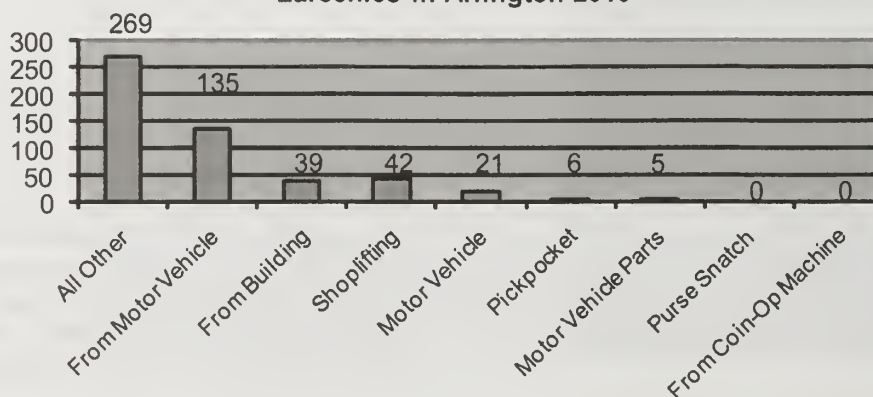
Above is a summary of Part "A" Crimes in Arlington in 2010. Part "A" Crimes are crimes designated by the Federal Bureau of Investigation (FBI) to be the most serious crimes affecting a community, they include: murder/manslaughter (and attempted murder), rape (and attempted rape), robbery, aggravated assault, burglary, larceny, arson, and motor vehicle theft. In 2010, there were a total of 766 Part "A" Crimes reported in Arlington, up 22% from 627 Part "A" Crimes in 2009.

There were two attempted murders in 2010, none occurred in 2009. During 2010, there were five reported rapes, two more than in 2009. Arlington had nine robberies in 2010, compared to twelve in 2009. Of the nine robberies committed in 2010, suspects were armed in

six incidents and unarmed in three incidents. Arlington experienced sixty-nine aggravated assaults in 2010; thirty-seven involved weapons and twenty-five involved domestic violence. Of the incidents involving weapons, twelve involved a shod foot, seven involved a knife and three involved a gun. Arlington had 156 reported burglaries in 2010, which is thirty-six more than 2009. There were twenty-one motor vehicles stolen in 2010, which is five less than 2009. Reported arson incidents in 2010 were eight, one less than reported in 2009.

In 2010 there were 517 reported larcenies, which is an increase of seventy-six more incidents than 2009.

## Larcenies in Arlington 2010





## Calls for Service

The APD logged 26,732 calls. Officers filed 3,810 incident reports as compared to 3,510 in 2009, an increase of 300 (8.5%). In 2010, 293 people were arrested, a decrease of sixteen. Twenty-two people were taken into protective custody. Protective custody is a statute that allows police officers to take into custody a person who, due to ingestion of alcohol is incapacitated or a danger to himself or others. Although authority gives the police the option of taking a person to his residence or a treatment facility, the police station is often the most viable option. In 2010, 3,567 motor vehicle citations and 12,720 parking tickets were issued.

Calls for Service	2010	2009	2008	2007
Logged Calls	26,732	25,268	27,004	25,757
Police Reports	3,810	3,510	3,516	3,448
Arrests	293	309	269	279
Protective Custody	22	35	39	48
Summons	181	205	230	205
Motor Vehicle Citations	3,567	3,369	4,487	2,652

The Department continues increased traffic and parking education and enforcement to meet the growing concerns of citizens. Traffic issues continue to be one of the greatest areas of complaints to the Department. Currently, the traffic unit staff has been decreased by three positions and with the increased demand in investigative and administrative functions of the traffic unit, overall productivity has decreased.

## Community Services

### Patrol

Of the 26,732 calls the Community Services (Patrol) Division responded to, the majority of calls involve services other than responding to crimes. For instance, the Department responded to a total of 1,058 burglar alarms (residential, business and municipal), 963 disturbance calls, 781 reports of suspicious activity, 334 traffic complaints and 671 animal control calls. The Community Service Division also investigated 416 reports of missing persons.

### Traffic Unit

During 2010 the Police Department responded to 873 motor vehicle crashes. This number represents a 7% overall increase from the 812 crashes responded to in 2009. Of that number, 145 involved hit and run crashes (12% increase), 107 were crashes with injury (14% decrease), and 610 crashes without injury (9% increase). The Traffic Unit continued to be hampered this year by a reductions in the Patrol Division that resulted

in only one officer fully assigned to the traffic unit for the year. Although the Traffic Unit continued to assist the Transportation Advisory Committee and other Town Departments to the best of their ability, many programs and initiatives including more proactive enforcement were hampered by the lack of resources to staff the Traffic Unit.

The Arlington Police Department continued to participate in traffic safety grant mobilizations. Throughout 2010 additional police patrols, hired under state grant money secured by the Traffic Unit, were directed to target aggressive drivers, drunk drivers, and seat belt violators. The APD continues to participate in multiple mobilizations, making the streets in our community safer to travel.

### Community Policing

The APD is committed to the philosophy of community policing. Community Policing is a philosophy that every officer in the Department embraces. The concept of partnering with the community to solve problems of crime, fear of crime, and quality of life issues has been institutionalized in the Department. The APD continues to offer a number of community policing programs to the public designed to provide citizens with the tools, information, and skills useful in solving these problems.

In 2010 the APD attained its strategic goal of assigning a full-time police officer to the Community Services Unit, advancing the Department's community policing philosophy, expanding and creating new programs in the community, and creating a Town-wide neighborhood network. The Department partnered with the Arlington Housing Authority and open its first police sub station to better serve the community. In continuing with Town partnerships, the APD, Recreation Department, and Arlington Youth Health and Safety Coalition - a project of Health and Human Services - collaborated on the second annual summer camp for Arlington children in July. Over 100 children from Arlington participated in the program. The camp was a fun filled week of courses consisting of field trips, safety classes, games, and educational seminars geared towards children ages 6 to 11. We are hopeful to receive in-kind donations to sustain this program for many years to come. Also, the Arlington Police Department teamed with the Middlesex County Sheriff's office in providing another free summer camp for Arlington children at the Sheriff's training academy in Billerica. Arlington Officers along with Deputy Sheriffs and camp counselors provided a fun-filled week of activities.

The summer saw the continuation of the Police Department's highly successful Youth Basketball League. Arlington Police officers volunteered their time to coach and mentor Arlington youth, while providing them with a successful athletic program. Reaching out to the youth in Town has always been a goal of the Department's

community policing efforts. The Department hopes that programs like this leave the youth with a positive image of police and a spirit of cooperation and friendship. Sergeant Ronald Kerr continues to run the Basketball league with assistance from Sergeant Daniel Kelly, Sergeant Brendan Kiernan, Officer Chad Brown, Officer Greg Flavin, Officer Bryan Gallagher, Officer Dennis Mahoney, Officer Robert Pedrini, Officer James Smith, Officer Chris Gallagher, Officer Brian Fennelly, Officer Stephen Porciello, Officer Brett Blanciforti, Officer Vitaly Volkov, Officer Neil Simard, Officer David Martin, Officer Nicholas Stotik, and Officer Michael Foley. This program expanded the reach of our youth and athletic program and provided the same opportunity as the basketball league for positive interaction between police and Arlington youth.

The Department still operates its Guardian Program, which is a collaborative effort between the Police Department, the Council on Aging, and the Housing Authority. The Guardian Program is an assurance program that offers subscribers daily well being phone calls. It is designed to accommodate elders, shut-ins, and those who require well being checks. Another program that runs throughout the year is known as RAD, which stands for Rape Aggression Defense. This is a free program offered exclusively to women that provides them with skills and self-assurance vital to surviving and escaping from physical attack.

The APD conducted over 100 child passenger car seat installations. Our certified technicians thoroughly inspected child passenger car seats for wear and effectiveness and installed them properly to assure the safest ride for our children. The APD received funding for this initiative from the state community-policing grant.

Unfortunately, with the ongoing state budget cuts, the community-policing grant has been eliminated for police agencies state-wide and most of our Department's community policing programs are scheduled for elimination in 2011. Although, we are faced with this realization it will not deter the Department from facilitating open dialogue with our residents to address issues and challenges facing our community.

## Canine

In 2010 Officer Hogan and K9 Dasty responded to over 115 calls for service. During the year, K9 Dasty was responsible for approximately 11 apprehensions of felony suspects. Two of these suspects were armed and had barricaded themselves in houses, one with firearms and the other with a knife. Both suspects gave up without incident and without any injuries to the suspect or officers. Another large part of the K9 program is Dasty's ability to locate narcotics during searches. Dasty was responsible for approximately 23 narcotic and evidence recovery incidents, including a 9mm handgun that was used in a shooting in Cambridge. K9 Dasty

made numerous large drug finds this year in Arlington, Cambridge, Woburn and Belmont and also assisted in multiple search warrants for the Middlesex County Drug Task Force, Cambridge, Somerville, and Everett Police Drug Units. Dasty and other area K9's were also responsible for many school searches in the fight to keep our children safe and drug free while in school.

One of the most rewarding parts of having K9 Dasty is being able to conduct K9 Demonstrations for area students in our schools. During the past year, Dasty conducted over twenty-six K9 Demonstrations, including Town Day in which over 400 residents attended.

In April 2010, Dasty competed in The United States Police Canine Association Drug Certification Competition. Out of forty K9 teams from three different states, Dasty finished in 2<sup>nd</sup> Place with a total score of 198.6 out of a possible 200 points and qualified for the Nationals in Narcotic Detection. He was also featured in July 2010 on national television on Animal Planet's new television show, Dogs vs. Cats, which showcased Dasty's talents. This is the second time K9 Dasty was featured on Animal Planet. K9 Dasty also became a member of NEMLEC RRT/ SWAT assisting many area departments, including missing children and suicidal persons. He also assisted NEMLEC SWAT with an active shooter incident in Wilmington.

## Animal Control

The Animal Control Officer is responsible for enforcing the Town bylaws relative to animals. The officer is also responsible for inspecting and quarantining animals. The animal control officer responded to 671 animal complaints, a decrease of nineteen incidents in 2009. The animal control officer also responded to 279 dead animal calls, 531 wildlife issues, impounded 21 dogs and returned 64 dogs to their rightful owner. The officer responded to forty-one dog quarantines/bites and fifty-one cat quarantines/bites. He also issued twenty-seven citations for Town bylaw violations. The Town issued 1,622 dog licenses an increase of 132 from 2009. The officer is an active member of the Metro-West Animal Control Officer Consortium.

Animal Control	2010	2009	2008
Citations	27	11	30
Dog License	1,622	1,506	1,411
Animal Complaints	671	690	619

## Support Services

In 2010 the Town of Arlington began the first step of a multi-phase capital improvement program of the Community Safety Building. The Support Services Division continues to coordinate a detailed waterproofing project on the plaza located between the Community Safety Building and the Housing Authority Cusack Property. This project will stop water infiltration and prevent



future structural damage to the facility, while providing the foundation for future improvements in the years to come.

In 2010 the Department hired a Lead Dispatcher/Crime Analyst to supervise nine full-time public safety dispatchers and manage the Town's 9-1-1 Dispatcher Center and Public Safety Answering Point (PSAP), which logged 26,732 calls during the year.

The Lead Dispatcher/Crime Analyst also manages the Department's Crime Analysis Unit. By employing the use of a Crime Analyst, the APD has developed a data driven approach to crime and traffic incidents. Through crime analysis, the Department is able to implement geographic information systems technology to identify crime patterns and trends within the community. This information along with regional intelligence and data on known offenders, probationers, and parolees within the community has allowed the Department to respond more intelligently with the deployment of police resources.

## Criminal Investigation Bureau

The Arlington Detective Bureau continued to be very busy in 2010. One of the more significant cases this summer was "Operation Trifecta," which involved a very lengthy narcotics distribution investigation. With assistance from the regional Suburban Middlesex County Drug Task Force and the Federal Drug Enforcement Administration three major illegal suppliers of the drug Oxycontin were arrested and prosecuted. This also resulted in significant asset forfeitures and significantly reduced the availability of unlawful Oxycontin in Town.

The Department's Family Services Unit has worked with the District Attorney's Office and the communities of Cambridge and Belmont to implement The Cambridge, Arlington, and Belmont, regional domestic violence High Risk Assessment and Response Team (CAB HART.) The CAB HART team has been very successful ensuring victim safety and has identified over thirty Arlington cases as high risk this year. The Team's goal is to prevent domestic violence homicides and to hold offenders accountable. Additionally, the Family Services unit continues to work closely with the local First Step Domestic Violence support group program and also handles the Sex Offender Registry Information for the APD which involves Community Notifications when a high-risk sex offender moves to Arlington, as well as periodic audits of sex offenders living in our community.

The APD had an Inspector actively working cases out of the regional Northeaster Massachusetts Law Enforcement Council (NEMLEC) Cyber Crime Unit. The Inspector is receiving training and experience in digital criminal investigations while continuing to work on Arlington cases involving cyber crime, child pornography, and identity theft.

The School Resource Officer Program is in its fifth year, and continues to be a tremendous success. The

School Resource Officer has built up an excellent relationship with the High School Administration, teachers and students and remains very active in the NEMLEC School Threat Assessment and Response System (STARS) program, which the Inspector is a team leader. The Inspector has also been instrumental in the successful implementation of the Diversion Program, a program that allows an alternative to the traditional criminal justice system to youthful offenders.

Arlington Police Detectives participate in the monthly regional NEMLEC Detectives meetings and are a member of the regional Suburban Middlesex County Drug Task Force. The Task Force is a collaborative effort of the following police departments to investigate drug crimes in their communities: Arlington, Lexington, Belmont, Waltham, Watertown, Newton, Weston, and Lincoln. To date, the Task Force has successfully prosecuted hundreds of drug cases in the above communities and has successfully forfeited the assets of many drug dealers.

## Records

The Records Room processes all requests for public records and police reports.

Records	2010	2009	2008
Calls	26,767	25,268	27,004
Arrests	263	309	242
Citations	3,509	3,375	4,439
Parking	12,720	14,065	14,477
Accidents	676	592	617
Hackney	49	64	49

## Grant Funding

The Edinburg Center in partnership with the APD was awarded a grant from the Massachusetts Department of Mental Health. This grant supports a newly developed mental health program in Arlington. In November the APD appointed its first ever-clinical position.

The Edinburg Center has been working closely with the APD to develop and implement a police-mental health emergency services partnership. The goal of the program is to divert individuals with mental illness, substance abuse, or developmental disabilities from the criminal justice system to appropriate treatment options. The program model was collaboratively developed by members of the Arlington Police Department, Edinburg Center, Arlington Health and Human Services Department, and other stakeholders in the community.

This mental health program has stationed a mental health clinician at the APD headquarters. The MDMH will cover all costs associated with this program including the clinician's salary and benefits. The clinician will accompany police officers on calls for service and will provide an immediate evaluation on scene. In the case

of non-violent or misdemeanor offenses, the goal of the program is to provide mental health and substance abuse services as alternatives to arrest. In addition to immediate intervention, the clinician will provide follow-up contact with individuals in an effort to focus on prevention and reduce future repeat calls. Successful engagement in treatment is the key to breaking the cycle of revolving-door police contact for citizens with mental health problems in Arlington.

## Accreditation/Professional Standards

In 2008 the Massachusetts Police Accreditation Association accredited the Arlington Police Department for the first time in the Department's history. Arlington still remains one of the few police department's across the Commonwealth that holds this prestigious achievement. The achievement of this award and its continuing certification in the Association demonstrates the Department's commitment to delivering an exemplary level of police services to the community. In 2011 the Department will be challenged with maintaining its certification and achieve compliance with hundreds of national law enforcement standards as set forth by the Association.

## Regional Police Initiatives

### *North Eastern Massachusetts Law Enforcement Council (NEMLEC)*

The Arlington Police Department is a member of the North Eastern Massachusetts Law Enforcement Council (NEMLEC). The Council is a consortium of fifty-one police departments in Middlesex and Essex County as well as the Middlesex and Essex County Sheriff's Offices. The members of the organization operate pursuant to an inter-agency mutual aid and assistance agreement to share resources and personnel to enhance public safety in a fiscally responsible manner. As part of the agreement, each member commits resources from its law enforcement agency to assist other members in an effort to increase and improve their capabilities and capacities.

NEMLEC is comprised of a Regional Response Team (RRT), which includes a Tactical Unit, Special Weapons and Tactics Unit (SWAT), K-9 Unit, and School Threat Assessment and Response System (STARS), Motor Unit, Bicycle Unit, Accident Reconstruction Unit, and a Crime Scene Unit. Officers associated with the various Units receive specialized training in crowd/riot control, crisis negotiations, response to school violence, use of specialized weapons, drug interdiction, and many other areas of specialization within the law enforcement profession.

Currently, we have officers assigned to the RRT Unit, SWAT, Motor Unit, STARS, and Drug Interdiction Unit. Arlington's Police Chief is commanding officer of the Motor Unit for NEMLEC.

## STARS

The School Resource Officer is assigned to Arlington High School. The officer utilizes The School Threat Assessment and Response System (STARS), a comprehensive program to prepare, assess, respond, and strive to prevent threats of violence in schools. This initiative is accomplished through mobilizing regional resources that recognize the individual uniqueness and integrity of Arlington Schools.

This multi-tiered assessment and response system is designed to provide local officials in Arlington access to specialized resources developed through a collaborative effort. Utilizing the STARS' Protocol, incidents and threats are addressed through response classifications involving varying degrees of consultation, readiness, and intervention.

Once STARS is initiated, local responses are augmented by NEMLEC's regionally coordinated resources including access to personnel and experts with specialized skills, planning and training opportunities, communications systems, equipment and advanced technologies, and protocols for program and techniques evaluation.

As with all NEMLEC programs, STARS provides a mechanism to ensure communication, coordination, and interaction between member agencies in an efficient and cost effective manner. This is done with a focus on the need to maintain control at the local level.

## BAPERN

The Greater Boston Police Council (GBPC) has developed and maintained the Boston Area Police Emergency Radio Network (BAPERN) system since the early 1970's. BAPERN was originally conceived as a system to allow police departments in the greater Boston area to be able to communicate with each other while at the same time having discrete local operating frequencies. The system has been expanded and modernized over the years and today acts as a national model for public safety communications.

In addition to radio communications, the GBPC serves its member communities through its cooperative purchasing program. Most member agencies use the GBPC purchasing contracts to acquire fleet vehicles (police, DPW, etc.) and associated municipal equipment.

Arlington's Police Chief currently serves as the GBPC Central District Coordinator (metro-Boston) and is a voting member of the GBPC Executive Board.

### *Suburban Middlesex County Drug Task Force*

Arlington is a member of the Suburban Middlesex County Drug Task Force, a resource sharing organization made up of the communities of Arlington, Lexington, Belmont, Waltham, Watertown, Newton, Weston, and Lincoln. Through this partnership Arlington has been successful at combating regional street-level sale and major distribution of narcotics cost effectively.



## Awards and Recognitions

In March 2010 the Department held its annual Employee Recognition Award's Ceremony. Officer Scott Paradis was selected Police of the Year for 2010. Officer Paradis has accomplished an outstanding performance record both as an Inspector in the Criminal Investigations Bureau and as a Police Officer in the Patrol Division. Officer Paradis has consistently displayed sound judgment and the highest quality of service as a Police Officer and creative problem solver. His personal appearance, demeanor and interaction with coworkers and members of the community reflect a high level of personal commitment and professionalism. Officer Paradis displays concern for the welfare of fellow officers and he has earned the respect of those with whom he has contact through fair and impartial treatment.



*Officer Scott Paradis receives the 2010 Police of the Year from Arlington Police Chief Frederick Ryan.*

The Department also awarded five Meritorious Service Ribbons and fourteen Certificate of Commendations at its ceremony. Those officers receiving ribbons were: Sergeant Daniel Kelly, Sergeant Michael Flynn, Officer Jennifer McGurl, Officer Brandon Kindle, and Officer Gregory Flavin. Those officers receiving certificates were: Captain Richard Flynn, Lieutenant Juliann Flaherty, Sergeant Michael Sheehan, Sergeant Brandon Kiernan, Inspector Bryan Gallagher, Officer Brandon Kindle, Officer Stephen Krepelka, Officer Dennis Mahoney, Officer James Kiernan, Officer Gregory Flavin, Officer Michael Hogan, Officer Nicholas Stotik, Officer Brandon Wenz and Dispatcher Courtney Giannetti.

Also awarded at the ceremony were Civilian Awards to Mr. Daniel Brosnan and Mr. Edward Woods for their lengthy service to the Town in unselfishly donating their time and expertise in assisting the police in its mission

of providing quality services to the youth of Arlington. Mr. Colin Campbell was recognized for volunteering his time as a Crime Analyst Intern. He is currently assigned to the Community Services Unit, providing his expertise in compiling the Weekly Crime Bulletin.

## Retirements/Promotions/Appointments

The Arlington Police Department made two promotions. Lieutenant Robert Bongiorno was promoted to Captain and became the Operations Commander. Lieutenant Richard Flynn was promoted to Captain and became the Support Services Commander.

Five police officers transferred from other police departments in the Commonwealth to the Arlington Police Department: Officer John Kelley, Officer Rajat Sharada, Officer Edward Walsh, Officer Stephen D'Agostino, and Officer Gregory Foley.

Danielle Smith was hired as the Lead Dispatcher/Crime Analyst and Rebecca Wolfe as the APD's first mental health clinician.



## ARLINGTON FIRE DEPARTMENT

### Mission Statement

The Arlington Fire Department will strive for excellence in the performance of duty and service to the community and the customers it serves. The Department is committed to find better ways to protect the lives and property of its citizens from the ravages of fire and other disasters and to contribute to the physical wellness of the community through emergency medical service.

### Ethics and Values

Knowing that firefighters are held to a higher standard of conduct, the firefighters of the Arlington Fire Department will make every effort to uphold those standards that are entrusted to us and to take an active role in maintaining a professional image of the Fire Service through promptness, efficiency and dedication to duty.

### Communicating with the Public

The Department will serve the public with courtesy and respect, providing assistance wherever professional skills and talents are needed and be ever vigilant in

promoting awareness of fire hazards and in educating citizens of all ages.

## Fire Department Role

The Arlington Fire Department (AFD) continued its evolution from a strictly fire prevention and suppression organization to incorporate all hazards mitigation into its service to the community. A significant portion of time and training is spent on preparation for disasters, both man made and natural.

In March the Fire Department responded to and mitigated over 400 emergency calls due to heavy flooding in Town. Crews were dispatched in all apparatus to pump basements of water, assess flood plains, and remove occupants from homes damaged by the storms.

In May the MWRA instituted a "Boil Water Order" after a major water main break in Weston. The order lasted three days and Arlington's Emergency Operations Center (EOC) was activated. Arlington's Fire Chief, as head of the Local Emergency Management team, led emergency operations and coordinated critical activities and communication to the public working with personnel from Public Safety, Public Health, Public Works, Town Manager's Office, and School Department to alert the public of the order, how to prepare water, and ongoing status, plus water distribution activities to vulnerable populations, schools, and a public water distribution event."

The Fire Department also provides pre-hospital emergency medical services (EMS), building inspections on a regular basis for code enforcement and familiarization, public education projects, training, and performs a number of related tasks including annual hose testing and hydrant inspections.

Approximately 60% of the calls by the AFD are for medical emergencies. Maintaining Emergency Medical Technician status for the majority of the Department is the responsibility of the Deputy Chief. New equipment and techniques are consistently introduced requiring hours of additional training. Between the Training Officer and EMS Officer Deputy Chief, the challenge to maintain these services are done in house, minimizing the expense to the Arlington taxpayers.

## Responses

During 2010 the AFD responded to 5,048 calls for assistance. Of these calls 2,937 were for medical emergencies. Medical emergencies include emergency medical responses, emergency medical assists, carbon monoxide activations, and motor vehicle accidents. Rescue 1, the AFD ambulance, transported 1,927 patients to area hospitals. Reported dollar loss for 2010 totaled \$1,999,230.

Fire Call Type	2010	2009	2008	2007
Fire	132	79	98	113
Carbon Monoxide Activations	34	145	170	154
Water Hazards	212	62	77	85
Mutual Aid	33	33	53	54
Lock Out/In	63	80	104	91
Electrical Hazards/Down Lines	191	112	219	162
Motor Vehicle Accidents	124	121	100	100
Smoke Scares	16	99	155	144
Natural Gas Emergencies	101	96	60	75
Flammable Liquid Hazards	14	118	21	27
Hazardous Conditions	11	75	106	124
Other	611	115	246	228
Emergency Medicals	2490	2546	2,416	2,316
Medical Assists	289	320	232	354
Alarms Sounding	727	717	686	566
Total Calls for Assistance	5048	4718	4743	4593

## Fire Prevention/Fire Investigation Unit (FIU)

Fire prevention continues to be a major focus of the Arlington Fire Department. The Deputy Chief oversees that inspections by our well-trained officers and firefighters have continued to make Arlington one of the most fire safe communities in the metro Boston area. Fire prevention, combined with an aggressive interior attack by its suppression teams when necessary, accounts for these positive statistics. The amount of money saved by building owners and insurance companies through prevention and aggressive firefighting are impossible to calculate, but substantial. The Fire Prevention Division of the Arlington Fire Department issued 942 permits in the year 2010 totaling \$53,690.

### Fire Permits

Fire Permits	2010	2009	2008	2007
Permits	942	901	364	997
Revenue	53,690	46,000	32,787	35,051

The Fire Investigation Unit (FIU) responds to all fires within the Town and is responsible for determining their cause and origin. A thorough investigation of the cause, origin, and circumstances of how a fire occurred will often prevent similar incidents from happening again.



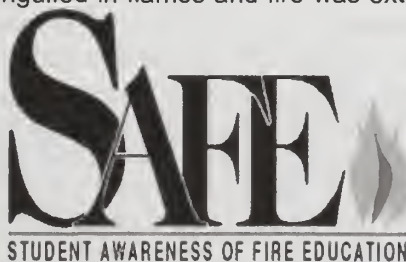
The experience, knowledge, and continuous training of the members of the FIU, working in conjunction with the State Fire Marshal's Office and the Attorney General's Office allows for numerous resources to successfully investigate and prosecute all fire related crimes. The FIU consist of a Team Coordinator, Training Coordinator, and a staff of three.

The FIU was activated 132 times this past year to investigate various incidents including, structure fires, vehicle fires, dumpster fires, and grass fires.

## FIU Fire Investigations

Type	Cause	2010	2009	2008	2007
Structures	Accidental	66	12	8	8
Structures	Intentional	0	0	1	0
Open Field Grass	Intentional	25	0	10	10
Dumpster	Undetermined	26	1	1	2
Motor Vehicle	Mechanical Malfunction	8	4	12	3
Appliance	Malfunction	0	5	3	2
Personal Belongings	Intentional	0	0	2	1
Outside Structure	Intentional	7	3	4	3
High School	Bath/Hall Intentional	0	0	4	3

On September 20<sup>th</sup> AFD units were dispatched for a motor vehicle accident with one vehicle on fire at the Medford St and Mystic Valley Parkway rotary. AFD units found a taxi cab had driven through the concrete and brick bridge landing in a nearby wooded area. The taxi cab was engulfed in flames and fire was extending into



trees and shrubs in the area. The occupant of vehicle was rescued by off duty MBTA Instructor, John Bailey. Engine 1 and Ladder 1 extinguished the burning taxi and wooded area. After the fire was knocked down Engine 1 and Ladder 1 discovered another victim near the embankment at the river bed. The victim was conscious and suffering from a fractured leg. Additional AFD units responded to the scene and treated the second victim. Mr. Bailey's heroic actions saved the life of the cab driver and reduced the risks taken by Arlington Fire personnel during a very challenging and dangerous incident.

In terms of fire prevention for the Town of Arlington,

public education is a key component. Without question the most influential group of citizens reached are children. The program, *Student Awareness of Fire Education*, has been an extremely successful curriculum that has been presented to the grammar school children since 1996. The theme of Fire Prevention Week—2010, *Some Alarms: A sound you can live with*. This theme was stressed during the AFD's annual visits to the Elementary schools. The SAFE instructors also participated in Town Day by using the "Smoke House" to demonstrate to both adults and children different fire safety tips.

The Juvenile Fire Setter Intervention Program (JFIP) counseled young, potential fire setters in the dangers of playing with fire. The JFIP, partnering for the ninth consecutive year with the Germaine Lawrence School, to educate students who were identified as fire setters.

SAFE and JFIP are the only two programs that Arlington Firefighters volunteer to be trained in to protect and educate their community.

## Training

The Training Officer is responsible for managing a comprehensive training program designed to meet the needs of all members of the Department. The primary focus of the Training Division is to promote training necessary to allow the firefighter to achieve specific career goals. Firefighters are constantly evaluated and tested by the division to ensure proficiency in skills and retention of knowledge. This training includes inspections, classroom sessions, practical applications and actual calls for service.

Every firefighter's career with the AFD begins at the Mass Fire Academy(MFA). The MFA's fire instructors hone their knowledge, ability and instincts during a rigorous schedule of training evolutions and a challenging curriculum. All firefighters graduate with the NFPA certification of Firefighter I/II. The final result is a group of highly trained individuals, prepared to work as Firefighters in one of 3 fire stations on one of four 24-hour shifts.

The Training Division strives to offer fire service personnel complete and progressive training required to perform the job to which they are trusted, the protection of the lives and property of the citizens of Arlington. Courses have been hosted internally, bringing in Mass. Fire Academy professionals as instructors. Private sector representatives delivered training to all members of the department. The Department EMS coordinator delivered all emergency medical service training in house.

The Training Division handles the development and delivery of all company-level drills, department-level training initiatives, as well as, new recruit indoctrination and training. The Training Section is also responsible for continuing education and re-certification of EMT's

In 2010 AFD members received regularly scheduled annual training in such areas as Cold Water / Ice Res-

cue, CPR, Laddering, Rapid Intervention Team tactics, and the Department of Transportation's EMT refresher course. The Department conducted over 80 hours of training with the MBTA in 2010. The training involved train derailments and emergencies, bus accidents, and tunnel operations. In June the Department participated in a mass casualty drill involving a simulated train derailment near Alewife Station. The Department was able to obtain hands on training when its members were allowed access to several homes that were scheduled for demolition. Firefighters were able to practice apparatus placement, hose line advancement, forcible entry, roof ventilation, and roof operations.

## EMS

The Arlington Fire Department staffs a Class 1 Rescue/Ambulance with two EMT-Basics, 24 hours a day, seven days a week. The Department currently has sixty-nine EMT's and three first responders.

EMS Staff	2010	2009	2008	2007
EMTs	69	67	65	63
First Responders	3	5	11	12

The Department EMS coordinator is responsible for all in house medical training, recertifications, medical supplies and keeping all EMT's and first responders updated with the latest information from the Office of Emergency Medical Services (OEMS), Department of Public Health. All Department EMT's have an obligation to provide pre-hospital patient care in accordance to statewide treatment protocols, Massachusetts Department of Public Health.

Ambulance Response	2010	2009	2008	2007
Advance Life	959	781	1129	819
Basic Life	968	940	660	668
Patient Refused Assistance	558	508	585	641
Runs Missed Because R1 On Other Call	575	560	490	491
Ambulance Response, Cancelled Enroute	15	77	NA	NA
Total	2,937	2,866	2,374	2,128

The Department responded to 2,937 medical emergencies. Of those emergencies, 959 were for advanced life support and 968 for basic life support in nature and transported to the appropriate facility by the

Town-operated ambulance, Rescue 1. There were 575 medical emergencies where Rescue 1 was at another emergency medical call. And 15 medical calls where Rescue 1 was dispatched, but transport was cancelled prior to arrival at emergency scene. Basic life support emergencies were transported to the Departments six-area point of entry hospitals for further medical care. 558 medical emergencies did not require transportation to area hospitals.

The Department is still exploring the possibility of upgrading our level of medical care to Advanced Life Support.

## 2010 Highlights

Responded to and mitigated over 400 water emergencies in a 7-day span in March 2010.

Closed Highland station for renovation and relocated apparatus and personnel to DPW yard without loss of service to community. Due to collaborative efforts by Fire Department and Public Works Department this measure saved \$250,000 of the Highland Renovation budget.

Negotiated new ambulance billing contract and implemented electronic EMS report writing and billing which resulted in cost savings revenues.

Purchased new physical fitness equipment with federal grant funds.

Participated and completed 12 week Blue Cross Blue Shield Physical Fitness Program.

Installed wireless fire alarm transmission boxes to majority of schools and Town owned buildings, reducing the cost of maintenance and equipment on Town operated fire alarm systems.

Continued dismantling Town operated fire alarm systems to reduce cost of maintenance and equipment.

With staffing at a minimum of 17 personnel, the Department operated 2 Rescues simultaneously which increased revenues contributed to Town's general fund.

Department Training Officer instructed and administered 85 training sessions to department personnel.

Department Fire Prevention Officer inspected over 1,000 properties for occupancy permits and collected \$37,700 in permit fees for Town general fund.

Department Suppression Forces and Department Fire Prevention Officer conducted 224 hours of school fire drills.

Designed and implemented a recruitment program for the Fire Department that encourages paramedics to seek employment with the town of Arlington.

Designed and implemented a recruitment program for the Fire Department that encourages women and minorities to seek employment in the fire service.

Continued communication and education of residents about emergency management plans, emergency medical services, and fire suppression and prevention objectives.



With Town Meeting approval implemented a bylaw allowing the Town to fine frequent offenders of malicious and nuisance alarm activations.

## Retirements/Promotions/Appointments

Firefighter Michael Caggiano retired on January 3. Firefighter Caggiano was appointed on September 9, 1979. Firefighter Richard Corbett retired on January 7. Firefighter Corbett was appointed on February 9, 1979. Both men dedicated themselves to the town of Arlington faithfully and honorably for over 30 years.

## 2011 Goals

Continue the infrastructure improvements to Fire Headquarters and work with the architect and the Permanent Town Building Committee (PTBC) for the rebuilding of the station.

Complete renovations of the Highland Station by June 2011.

Re-Occupy Highland Station with personnel and apparatus no later than July 2011.

Continue to provide ancillary programs such as the FIU, JFIP, Vial of Life, and SAFE within the limited resources and funding available.

Formulate a 5 – 10 year plan related to the reorganization and structure of Fire Department.

Continue to implement mandatory, standardized yearly training program for all firefighters.

Implement Arlington Fire Department Advanced Life Support service.

Design and purchase new fire pump apparatus to replace 1987 Seagrave Pumper.

Implement online emergency medical services training in order to comply with Office of Emergency Medical Service mandates.

Complete dismantling of cable fire alarm systems and replace with wireless radio box system.

## INSPECTIONAL SERVICES

The Inspectional Services Department is responsible for enforcement of The Commonwealth of Massachusetts Building, Electrical, and Plumbing & Gas Codes, as well as all related regulations, standards and Town Bylaws. Additionally, the Inspectional Services Department implements strategic projects as assigned by the Town Manager.

## 2010 Accomplishments

Inspection and completion of the new CVS.

Administered and attended training seminars for the new International Energy Conservation Code, the new Massachusetts State Building Code 780 CMR 8<sup>th</sup> Edition and the Town's newly adopted Stretch Code.

Permits were issued for 17 new single-family homes, 4 new two-family homes and 2 new three-family homes.

In 2010, the Inspectional Services Department issued a total of 4,826 permits of which 1,539 were Building permits, 919 were Plumbing permits, 633 were Gas permits and 1,293 were Wiring permits. Total fees collected by the Inspectional Services Department in 2010 were \$882,768.94 with an estimated construction value of \$36,602,880



*Highland Station construction*

## PLANNING & COMMUNITY DEVELOPMENT/ REDEVELOPMENT BOARD

### Redevelopment Board

The Arlington Redevelopment Board (ARB) is both the planning board under MGL Chapter 41 section 81A and the urban renewal authority for the Town under MGL Chapter 121 (b) and is the Board of Survey, with authority to approve the design of ways for the purposes of ensuring that new building lots can meet zoning frontage and access requirements. As the permit granting authority for projects that fall under Environmental Design Review, the board spends considerable time reviewing applications for certain development projects to ensure that specific zoning standards are met.

### Planning & Community Development

The Department of Planning & Community Development prepares and implements long-term and short-range plans related to the Town's natural and built environment. This includes land-use, transportation, economic development, housing, open space and recreation, natural resources, historic preservation, and plans and projects that preserve and enhance Arlington's community character. The Department also administers the Community Development Block Grant (CDBG) and other grant programs, oversees the day-to-day operations of the Redevelopment Board buildings and other Town-owned, leased buildings, and supports the efforts of Town boards, committees, and commissions charged with planning-related responsibilities.

The Department is staffed by three full-time planners, a part-time planner, a grant administrator and a support staff of one. The staff supports over twenty-four Town committees and boards, plus Town initiatives. The Department administers five times as much value in federal revenue for Town services, not including the federal Weatherization and home rehabilitation programs, as it costs the Town to run the Department.

### 2010 Highlights & Initiatives

During 2010 the Department focused on the Massachusetts Avenue Corridor Project, the ARB and the Department focused on the successful Green Communities designation for the Town, the Environmental Design Review for a new apartment building, including 17 affordable housing units, at 30-50 Mill Street (the former Brigham's site), completing the Commercial Development Study, and actively pursued developers to acquire the Symmes redevelopment project with the current owner, JPI and the bank holding the mortgage. The Department also submitted a North American Wetlands Conservation Act (NAWCA) grant application in coordination with the owner of the Mugar property in east Arlington in the Alewife area. Funds had been designated in the settlement of a pollution case for ex-

penditure in the Mystic River Watershed, of which the Mugar land is a part. The funds were to be distributed through NAWCA, and the Department was encouraged that the owner had indicated a willingness to sell a large portion of the land to the Town with the grant proceeds for conservation and flood control purposes. Although NAWCA ultimately did not fund the grant application, the Department is investigating other funding sources. The Department managed \$1.4 million in Community Development Block Grant (CDBG) funds that were allocated for fifteen public services, nine public facility projects, and for housing and planning activities. The Department manages seven Town-owned properties controlled by the ARB, Town Manager or the Board of Selectmen, representing twenty-three tenants and approximately \$1 million in rents. Details of these highlights and initiatives are included in this report.

### Massachusetts Avenue Corridor

The Town received funding from the Commonwealth of Massachusetts for improvements to Massachusetts Avenue in East Arlington, from the Cambridge city line to Pond Lane. This grant came to the Town as a result of longstanding concerns about pedestrian safety on Mass. Ave. The goals of the project are to make Mass. Ave. a safer and more attractive street that improves safety and mobility for pedestrians, bicyclists, and transit users; to maintain motorist mobility and create a safer and more orderly traffic flow; and to improve the business environment by enhancing the streetscape and improving parking efficiency.

The project is being managed by the Town Planning Department and Department of Public Works, with guidance from a Project Review Committee made up of Arlington residents and business owners. Following a public informational session held in June, the 25% design review plans were submitted to the Massachusetts Department of Transportation in November. Additional design, engineering, and public hearings are planned. Construction is anticipated in 2012.

### Environmental Design Review – 30-50 Mill Street

A significant Environmental Design Review special permit was granted by the ARB for a new 116 unit apartment building and retail/office buildings at the former Brigham's Ice Cream headquarters on Mill Street. This development will add 17 units of affordable housing to the Town's inventory of subsidized affordable housing, the first units created under the Town's current inclusionary zoning bylaw.

### Symmes

JPI, the entity that controls the site, and PNC Bank, its lender, accepted proposals from developers to purchase the site and assume redevelopment of the Symmes project. A developer proposed a smaller project



of townhouses in 2010, but would not meet the requirements of the affordable housing bylaw, and withdrew. The ARB then met in December with a developer selected by JPI and PNC Bank and awaits the developer's plans for the site to determine whether their redevelopment proposal meets the redevelopment criteria for the site.

To further encourage redevelopment of the Symmes site, 2010 Town Meeting voted to expand the possible uses of the Medical Office Building site, including possible residential development.

## Community Development Block Grant

Arlington received \$1.4 million dollars in Community Development Block Grant (CDBG) funds that were allocated for fifteen public services, nine public facility projects, and for housing and planning activities.

## Affordable Housing

The Town continued to increase the number of affordable units in Arlington during the past year. Working closely with the non-profit Housing Corporation of Arlington, 10 new units of affordable rental housing were completed and occupied during 2010. The development, known as Forest/Peirce, was purchased, renovated and de-lead. The Peirce Street property is on the Arlington Historical Commission's significant property list. The renovation included energy conserving improvements, including increased efficiency in the heating system, and new windows. A second property was also purchased during 2010 for affordable rental housing, to be known as the Capitol Block, for its location near the Capitol Theatre. That project will contain 32 units of affordable, green, rental housing. Among the goals met by the project are that it will reduce energy use and carbon emissions, it complies with Smart Growth Principles due to its location near public transit and existing infrastructure, and restores historically significant structures. The Town supported both these projects with an allocation of Community Development Block Grant funds.

During the past year the Arlington Redevelopment Board permitted 116 rental units at the former Brigham's factory site, at 30-50 Mill Street. Of those units, 17 (15%) will be affordable. Also during the last year, the Department oversaw the resale of a two bedroom affordable condominium at Russell Place. The new owner is a local teacher, who lives there with her son.

## Leased Properties

The Redevelopment Board (ARB) manages three buildings and the Planning Department is responsible for day-to-day management of four additional buildings owned and leased by the Town for the Town Manager and Board of Selectmen. These seven buildings have over 180,000 gross square feet of commercial space

valued at over \$20 million, housing twenty-three tenants paying over \$1 million in rents. The seven buildings consist of four former schools, one former library, and two historic houses. 2009 was the third year of a focused effort to define and implement a comprehensive maintenance and capital plan for the buildings after a long period of relative inactivity.

In addition to these major capital and maintenance projects, routine maintenance is completed on a daily basis by the Department's Building Craftsman, primarily at the Central School building, the Gibbs School building, the Jefferson Cutter House, and 23 Maple Street. Most routine maintenance at the Crosby and Parmenter School buildings and at the Dallin Library building is performed and paid directly by the tenants of those buildings. The Town's facilities maintenance staff also helps the Department's Building Craftsman maintain the buildings.

## Acknowledgements

After nearly fifty years of combined experience and dedication to the Town, Arlington Redevelopment Board members Ed Tsoi and Roland Chaput decided not to seek reappointment in 2010. Mr. Tsoi, principal in the architecture and design firm Tsoi Kobus & Associates, joined the Redevelopment Board in 1974. He served continuously for 36 years. Roland Chaput, an engineer, serves on many Arlington boards and committees, including the Open Space Committee, the Conservation Commission, and Friends of Robbins Farm Park, and is a volunteer at the Brackett School. Mr. Tsoi and Mr. Chaput's talent and devotion to the Town are deeply appreciated.

## PERMANENT TOWN BUILDING COMMITTEE

The Permanent Town Building Committee (PTBC) was established by Town Meeting to oversee the design and construction of new buildings and major renovations for Town of Arlington properties. The committee is comprised of citizen members, appointed jointly by the chairs of the Selectmen, Finance Committee, and School Committee in addition to the Town Manager, Superintendent of Schools, and Director of Public Works or their designees.

## PTBC 2010 Activities

1. Community Safety Building Phase 1 (improvements to the terrace deck): Project approximately 95% complete. Work remaining includes: installation of pergolas on the deck, surface applied waterproofing in small areas of slab on grade, punch list, and closeout. Completion expected early spring 2011.

2. Community Safety Building Phase 2 (envelope repair of Community Safety Building): Schematic Design Report completed and forwarded to Capital Plan-

ning Committee. PTBC requests \$232,000 to prepare Construction Documents and bid the job at 2011 Town Meeting and \$2,432,000 for construction related costs to follow. PTBC requests construction funding be available in late fall 2012 so construction can begin early spring 2013 and avoid winter conditions which can increase cost and decrease quality.

3. Central Fire Station Phase 1 (emergency envelope repairs): Project approximately 75% complete. Work remaining includes: water test of the roof, parapet repair, masonry wash down, punch list, and closeout. Completion expected late spring 2011.

4. Central Fire Station Phase 2 (interior renovation): PTBC request for funding of Final Design and Construction Documents forwarded to Capital Planning Committee. Project will start when funding approved by Town Meeting.

5. Highland Fire Station (envelope repair and interior renovation): Project on-going with some schedule slippage due to winter conditions. Project approximately 60% complete. Work remaining includes: completion of new stair tower, roofing (90% complete), interior, punch list, and closeout. LEED (Leadership in Energy and Environmental Design) Silver Certification is being pursued. Completion expected summer 2011.

6. Stratton School Phase 1 (new roof, new transformer, electrical upgrades, and interior improvements): project completed February 2011.

7. Stratton School Phase 2 (new windows, new boiler and interior improvements): supplemental funding being sought through the Massachusetts School Building Authority (MSBA) Green School Repair Program. Construction start spring 2011 and expected completion fall 2011.

8. Thompson School (feasibility study): The PTBC along with other Town officials, School Department officials and Thompson community representatives comprise the Thompson School Building Committee in conformance with regulations promulgated by the Massachusetts School Building Authority (MSBA). A feasibility study for a new school was approved by the MSBA in January 2011 and the project will move into schematic design in spring 2011.

## ZONING BOARD OF APPEALS

In 2010 the Zoning Board of Appeals as prescribed in Massachusetts General Laws, Chapter 40A, The Zoning Act, and, also, as further clarified by the Town's Zoning Bylaw, heard and rendered decisions on twenty-two petitions. Since its inception in 1946 the Zoning Board of Appeal has heard and rendered decisions on over 3,300 appeals. Petitions heard by the Board include Variances, Special Permits, Appeals from the Decision of the Building Inspector, and comprehensive permits (Chapter 40B).

The Zoning Board of Appeals is comprised of five regular members: The Chair and four appointees. For any decision to be granted the vote of the five-member board must carry a super majority. All Hearings are open to the public and are generally held on the second and fourth Tuesdays of the month, as needed. The meetings are usually held in the conference room located on the second floor of the Town Hall annex. All hearings are advertised in The Arlington Advocate for two consecutive weeks and posted on the Town Clerk's Bulletin Board at least three weeks prior to the hearing date. Hearings are also posted on the Town's website and abutters to the property are notified by mail. To receive Zoning Board of Appeal Notices (Agendas) by email please subscribe online at [arlingtonma.gov/subscriber](http://arlingtonma.gov/subscriber). The Rules and Regulations of the Zoning Board of Appeals are on file in the Office of the Town Clerk and in the Zoning Board of Appeals' Office at 51 Grove Street.

### PETITIONS HEARD ZONING BOARD OF APPEALS- 2010

	Granted	Denied	Withdrawn / In Process
Petitions for Variance	13	0	2
Applications for Special Permits	12	0	3
Appeal of Decision of Inspector of Buildings	1	0	0
Amendments to SP/ Variances	2	0	0
Comprehensive Permits	1	0	1
<b>Totals</b>			
Total Petitions filed with Town Clerk	34		
Total Hearings continued by the Board	0		
Total Petitions withdrawn	5		

## ZONING BYLAW REVIEW COMMITTEE

### Background

The Zoning Bylaw Review Committee (ZBRC) was formed as a result of a 1999 Town Meeting Vote *that the Town establish a committee to review the zoning by-law to determine, among other things, if there were sufficient differentiation among the different zones, if size restrictions were appropriate, if sufficient protection was provided to our historic and open spaces, and that the by-law met the requirements of recent regulatory and*



*judicial standards...the committee shall propose and report suggested changes to improve the zoning by-law to subsequent town meetings.*

The ZBRC consists of ten members, one representative from each of the following: Arlington Redevelopment Board (ARB), Department of Planning and Community Development, Arlington Historical Commission, business community, real estate community, as well as two lawyers and three Town Meeting Members. All members are appointed by the Town Moderator.

The Committee met several times in the winter and spring of 2010 to study, comment, and vote on warrant articles for the 2010 Town Meeting. The Zoning Bylaw Review Committee has temporarily revised its meeting schedule to focus on review of proposed zoning-related warrant articles for the upcoming 2011 Town Meeting. In addition, the Committee has discussed other zoning matters it would like to focus on, including the commercial zoning districts and possibly solar and wind related matters. The Committee does not at this time have any proposed changes to the zoning bylaw. The Committee will review and seek out further suggested improvements to the Zoning Bylaw throughout the year.

## Acknowledgements

In 2010 our Chairman, Greg Flaherty retired. Greg was a tremendous asset to the Committee and worked diligently to understand the zoning matters and make positive suggestions. Jim Doherty accepted the role of Chairman. The Committee would also like to acknowledge Joey Glushko, who has helped coordinate the meeting schedules and provided background on the objectives of the Planning Board and the ARB relating to various zoning matters.

## CONSERVATION COMMISSION

The Arlington Conservation Commission (ACC) is required by state and local laws to protect and preserve wetlands and waterways and their surrounding areas. The ACC is comprised of seven (7) volunteer Members and one (1) or more volunteer Associate Members, who are appointed by the Town Manager with the approval of the Board of Selectmen, and a part-time, paid administrator. At meetings twice a month and through on-site visits, commission members work to ensure that all construction and development projects, residential and commercial, that may alter any wetlands, floodplains, rivers, streams, ponds and/or lakes are in compliance with state and local regulations. The ACC also protects and manages the Town's Conservation Lands and natural resources.

## Regulatory Activities

The ACC is mandated to protect wetlands, wa-

terways, water supplies, fisheries, wildlife and wildlife habitat as well as regulate activities in a floodplain through its administration of the Massachusetts Wetlands Protection Act and the Arlington General Bylaw for Wetlands Protection. ACC members regularly seek continuing education to ensure legal compliance with frequently changing regulations and to assist applicants through the regulatory process.

In 2010 the ACC convened twenty-four (24) public meetings, and provided coordination, monitoring, permit review, and consultation on numerous property residential and municipal redevelopments around town. The board issued sixteen (16) Permits/Orders of Conditions, one (1) Extension, one (1) Amendment, and three (3) Determinations of Applicability.

## Conservation Activities

*Land Stewards* – Our volunteer citizen organization, Arlington Land Stewards (ALS) has assisted in managing twenty-four (24) Town-owned conservation lands comprising approximately thirty (30) acres. Land stewards monitor, coordinate, and maintain (with permission from the ACC) conservation land of their choice, often in their immediate neighborhood or sometimes elsewhere in Town. Each land steward is provided with a stewardship handbook listing the location of conservation lands, conservation land regulations as well as problem/solution management information. The handbook is available online at [arlingtonma.gov/conservation](http://arlingtonma.gov/conservation).

*Elizabeth Island* – The ACC contributed \$22,000 of its dedicated Land Conservation Fund to the permanent protection of the two-acre island in the center of Spy Pond. With Massachusetts Audubon, the ACC will hold a Conservation Restriction on the Island sold to the Arlington Land Trust.

*Arlington Reservoir* - The Commission continues to monitor the approximately 100 trees planted around the reservoir as part of the Reservoir Dam rehabilitation project. A small area of reconstructed wetland was installed to replace some areas that were lost because of the dam repair work. A native plant habitat garden is planned for 2011 by the Arlington Vision 2020 Reservoir Committee.

The ACC is looking for funding to treat the invasive plants (water chestnut, Eurasian watermilfoil and curlyleaf pondweed) that plagued the Reservoir again this past summer.

*Cooke's Hollow* - The Conservation Commission along with the Cemetery Commission and Planning Department joined together to develop a restoration plan for Cooke's Hollow. In the Fall of 2009 the Waterfield Design Group was hired to evaluate current

conditions and to assist in the development of those plans. Preliminary design options were presented to the public in the Spring of 2010 and the Waterfield Group is incorporating comments into the final recommended design plans which is expected early in 2011.

**Mill Brook Linear Park** - The Arlington Open Space Committee with involvement of the ACC and others organized a group to study the Mill Brook area with the goal of enhancing the public use and awareness of this natural and historical resource. Planning for Mill Brook goes back to the 1920's but there is still much to do. This project also ties into Cooke's Hollow, a pocket park next to Mystic Street which contains a section of the brook.

**Arlington's Great Meadows** - In 2010 the Friends of Arlington's Great Meadows (FoAGM) continued to sponsor regular public nature events. The major activity of the year was the restoration of several acres of upland meadow land with the help of many volunteers including Arlington Cub Scouts and their parents. Information about FoAGM's activities and their annual report is available at [www.foagm.org](http://www.foagm.org).

**Meadowbrook Park and Mystic Valley Parkway** - In May 2010 land stewards, ACC members, and others carried out two days of cleanup of the conservation area. This park collects many items that wash down Mill Brook each year.

**Mystic Lakes-Mid-Lakes Dam Project** - The ACC reviewed reconstruction of the dam located between Upper and Lower Mystic. The fish ladder was installed and opened in 2010. It seems to be working better than designed to link these waterway habitats together and allow expanded spawning of anadromous species. The annual bucket brigade may be out of business.

**Alewife Reservation Greenway Project** - Construction began in 2010 on the new pathway and redesign of the Department of Conservation and Recreation's (DCR) parkland adjacent to Alewife Brook. This long-awaited project includes new stormwater gardens, landscaping and pathways, and will hopefully foster further attention and care to the Alewife Brook.

**Walking Book** - Now out of print, the ACC is revising this popular guidebook to open spaces and walking tours in Arlington.

**Revised FEMA Floodplain Maps** - After public comment, FEMA released its final draft floodplain map revision study for Arlington and surrounding Towns. The ACC reviewed the extensive modeling and map

revisions to help ensure it accurately reports the conditions and provided comments to the engineering consultant hired by the Town to review the study and provide comments. The revised maps are now final, having been approved by the 2010 Arlington Town Meeting.

**Spy Pond phragmites control project** - The ACC worked with the Spy Pond Committee and the waterfront property owners to coordinate a program for control of the Giant Reed which is currently populating many areas of shoreline around the pond. This approach will involve a multi-year program including controlled spraying by a licensed applicator, Aquatic Control Technology and volunteer winter cutting events. The program must balance the plant control with protection of the threatened Englemann's Sedge and creating a healthy shoreline environment with a diverse and sustainable plant community.

## 2011 Goals and Beyond

Continue to encourage, support and assist the various volunteer and environmental advocacy groups that are dedicated to better preserving the Town's precious conservation lands and other open spaces within its immediate borders as well as those directly adjacent to it. These groups include, among others: Arlington Land Stewards, Arlington Land Trust, Open Space Committee, Friends of Arlington's Great Meadows, Mystic River Watershed Association, and the Massachusetts Association of Conservation Commissions.

Work actively to support all efforts directed at preventing raw sewage from entering Alewife Brook. The ACC would like to see the Alewife Brook restored to a healthy, fishable and swimmable waterway in the very near future. To do so, will be a significant challenge for the many parties involved in the betterment of Alewife Brook. Yet the ACC believes this goal is attainable.

The ACC, in working with the Open Space Committee and the Arlington Land Trust, hopes to identify and, when available, acquire additional open space as protected "conservation land" to benefit residents of the Town.

## Acknowledgements

The ACC sincerely thanks all individuals and organizations that contributed directly or indirectly to the activities of its forty-fifth (45th) year.

Many special thanks go to the scores of volunteers who came out for cleanup projects, assisted as land stewards or participated in the many Friends groups that work to preserve our natural resources and heritage.



## Memberships

The ACC welcomes Curt Connors, as its newest member. The ACC would like to thank Ezra Benjamin, William O'Rourke, and Brian Thomas for their service and helpful input and work on the ACC.

## OPEN SPACE COMMITTEE

The Open Space Committee (OSC) was established by Town Meeting in 1996. Members include concerned citizens and representatives of key Town departments and commissions. The committee meets monthly to exchange ideas and discuss ways to protect and maintain the Town's open space and recreation resources. The committee serves an oversight function but does not have direct management responsibility for Town properties. Its main purpose is to enhance communication and coordination among those entities that do have ownership and management authority. In addition, the OSC seeks to raise broad-based community concerns and to advocate for the protection, stewardship, and appropriate uses of the Town's open spaces.

### Open Space Plan

The committee's primary responsibility is to prepare the Town's official Open Space and Recreation Plan every five years, monitor its provisions and goals, and document accomplishments. The current Plan originally covered the period 2007–2012 as approved in December 2007 by the Massachusetts Executive Office of Energy and Environmental Affairs (EOEEA) Division of Conservation Services (DCS). In February 2010 the state approved the extension of an amended Action Plan (Chapter 9) until 2014. Printed copies of the Plan are available in the Robbins Library, Planning Department, Town Clerk's office, and certain other Town offices. The entire Plan is available on the Town Web site at [arlingtonma.gov/openspace](http://arlingtonma.gov/openspace).

The acquisition of Elizabeth Island has been a long-standing goal in the Open Space Plan. In 2010 the Arlington Land Trust negotiated the purchase of this privately owned island in Spy Pond and mounted a fundraising campaign to ensure its permanent protection with a state-approved conservation restriction to be co-held by the Arlington Conservation Commission and Mass Audubon.

### Site Management Plans

The committee regularly reviews and updates site management plans for key open space and recreation properties. The statewide guidelines for these site plans are part of the standard Open Space and Recreation Plan document. Committee members have worked with appropriate Town department staff, commission members, Friends groups, and other stakeholders for each

of these sites, and plans are now completed for the following properties: Arlington Reservoir, Minuteman Bikeway, Arlington's Great Meadows, Robbins Farm Park, Spy Pond Park and the Route 2 Path next to Spy Pond, Menotomy Rocks Park, Mt. Pleasant Cemetery, Meadowbrook Park, McClennen Park, Town Hall Gardens, and Old Burying Ground. Additional sites that have been identified for future management plans include Hill's Hill, Wellington Park, the Crusher Lot, and water bodies such as Alewife Brook and Mill Brook that are not part of other sites.

### Mill Brook Initiative

In a major special initiative, an ad hoc committee of OSC and other Town committees has been meeting since March 2009 to study the feasibility of developing a Mill Brook Linear Park. The brook is an important ecological and historical feature of the Town that travels nearly three miles, parallel to both Massachusetts Avenue and the Minuteman Bikeway. Enhancement of and improved access to existing open spaces are key goals of the Open Space and Recreation Plan, and in 2009 projects at Cooke's Hollow and Wellington Park brought renewed interest to the brook and the linear park concept. These are just two of the Town-owned facilities that abut Mill Brook, thus offering public entry points for greater access to the corridor. Other properties are the Arlington Reservoir, Hurd Field, Arlington High School and fields, Buzzell Field, Mt Pleasant Cemetery, and Meadowbrook Park.

In April 2010 the Mill Brook Linear Park Study Group produced a report that outlined current conditions, challenges, and opportunities for seven sections along the Mill Brook corridor. The report proposed linking these properties together in a greenway with pedestrian facilities and other improvements to help restore the environmental and visual qualities of Mill Brook. This work involved reviewing parcel lines, lot ownership, and current uses, as well as photo-documenting the conditions of the brook and its nearby built neighborhood. There are 109 parcels of land along Mill Brook. The Town owns sixteen parcels, accounting for about thirty-five percent of the land abutting the brook; the other sixty-five percent is in private ownership with a variety of residential, commercial, and industrial uses.

The Mill Brook group distributed both printed and electronic versions of the report to many Town officials, departments, and commissions for reference as a policy planning document when issues related to the brook arise. In April and May several group members led walks of the Mill Brook corridor to introduce this often unseen natural resource to interested Town officials and abutters.

The group is continuing to work closely with the Planning Department and Redevelopment Board in conjunction with their ongoing efforts to enhance eco-

conomic development opportunities and overlay zoning revisions in Arlington. The former Brigham's site offered opportunities for OSC members to attend ARB meetings about that site in order to reinforce attention to the brook and adjacent parklands as part of the redevelopment process.

## Other Activities

The committee continued to monitor and contribute to a wide range of open space projects that affect the Town and its residents' quality of life, including: the recently implemented program for "Off-Leash Dog Areas in Arlington Parks," which will include a fenced dog park at Thorndike Field supported with private grant funding; the state Department of Conservation and Recreation's proposed Alewife Greenway Path as part of the larger Alewife Reservation Master Plan; the Cemetery Expansion Committee's explorations of alternative burial options and locations and the related Cooke's Hollow Feasibility Study that looks at engineering, landscaping, historic interpretation, and maintenance issues, as well as possible use as a memorial park; and the development of a "habitat/nature" garden at the Arlington Reservoir, funded in part by a private donation.

Other timely issues addressed by the committee included Sustainable Arlington's efforts to have Arlington designed a "Green Community" under a state-sponsored program (which was approved at Town Meeting); planning and construction of the Summer Street Playground; the management of phragmites in Spy Pond; and the Friends of Arlington's Great Meadows project to restore upland meadows with a work project in the fall of 2010.

The sale of Busa Farm to the Town of Lexington in 2009 created special concern about the future uses of the land because it abuts the Arlington Reservoir, a natural resource and recreation area, and could affect the water quality of the beach. OSC members wrote letters during the year and spoke at a public forum held in Arlington in October by Lexington's Busa Land Use Proposal Committee to gather feedback from Arlington officials and residents. The strong consensus from the Arlington meeting was for the land to be maintained as farmland with opportunities for educational and community involvement.

OSC participated in Town Day in September 2010, as it does each year, displaying maps of local open spaces, copies of the Open Space and Recreation Plan and the Mill Brook report, flyers about the Conservation Commission's Land Stewards Program and invasive plants, and a sign-up sheet for residents interested in getting more involved. Committee members also were involved with the EcoFest ecological gardening event at Town Hall in May 2010.

## Goals for 2011

The committee will continue to address specific elements of the Action Plan outlined in the updated 2007–2014 Open Space and Recreation Plan. Some activities will be educational programs on invasive plants and ecological gardening with the Arlington Garden Club, Land Stewards, and other groups; continue work on enhancing the Mill Brook corridor and other Mystic River watershed issues; and contribute to future plans for the Busa land project. The committee will also continue to collaborate with other Town entities and community groups to advocate for the proper maintenance and management of the Town's valuable open space and recreation resources.

## TRANSPORTATION ADVISORY COMMITTEE

The goal of the Transportation Advisory Committee (TAC) is to improve the quality of life in Arlington by improving safety and mobility for people using all modes of transport, as well as contributing to improving the environment and public health. In this effort, the TAC, Arlington Police Department's Traffic Division, the Public Works Department, and the Planning Department work closely together.

The Traffic Authority for Arlington is the Board of Selectmen. The TAC was established by the Board of Selectmen in the spring of 2001 to advise them on transportation matters.

The TAC continues to be very concerned by the limited Police resources for traffic and parking enforcement. Transportation management requires the Three "E"s: Engineering, Education and Enforcement. All three are essential to maintain a high quality of life in Arlington. Enforcement is by far the weakest at this time.

## 2010 Major Initiatives

*Arlington Schools* - The TAC continues its multiyear plan to improve traffic and pedestrian safety around schools. Phase 1, providing inexpensive safety improvements (paint and signs) for the public elementary schools, is complete. This effort included designating and improving preferred walking routes, minimizing conflicts between students and autos at drop-off and pick-up periods, and designating 20 MPH School Zones. Phase 2 is underway and requires more expensive infrastructure improvements such as adding or repairing sidewalks and handicap ramps along the preferred walking routes, and improving traffic flow for drop off. We are seeking some funds from the Town for these items. The Dallin School was selected as one of the first five elementary schools in Massachusetts to receive infrastructure improvements (sidewalk, handicap ramps, and paint and signs) as part of the Federal Safe Routes to School Program. Next on the agenda for 2011 is improving the pedestrian



environment and traffic flow for the Ottoson Middle School. A working group was formed late in 2010.

In the spring of 2010 it was learned that there would be many fewer school traffic supervisors for the public schools. The TAC launched an intensive effort to further improve signage and crosswalks prior to the start of school in September.

**Massachusetts Avenue Corridor** - Phase 1 of this project is an upgrade of Massachusetts Avenue between the Cambridge city line and Pond Lane for safety and streetscape improvements. Federal and state funds were released for design work, which got underway in 2009. The Town's consultant, Fay, Spofford & Thorndike, conducted extensive traffic analyses and then developed a plan for a more organized roadway that balances the needs of pedestrians, motorists, bicyclists, and transit users. The 25% design, which describes the basic roadway and signal layout has been submitted to MassDOT Highway Division. The TAC supports this project. Members of the TAC serve on the Review Committee for the project.

**Downing Square** - After a long public process, a conceptual design was recommended to, and voted by the Board of Selectmen in 2009. A formal engineering design is currently underway by BSC Engineering.

**Green Line Extension** - Working with the Planning Department, the TAC is an advocate for the Green Line Extension terminating at Route 16 where it can be most useful to residents of Arlington. We continue to participate in the public process for this project.

**East Arlington Commercial Parking Study** - The TAC formed a working group consisting of several East Arlington businesses, Police, Planning, and three TAC members. The goal of the study was to recommend to the Board of Selectmen specific actions to improve parking availability for customers of local businesses. The Board approved six specific recommendations. Currently, the TAC is conducting a study of parking turnover and occupancy in the Capitol Square area to monitor the impacts of the recommendations.

**Clean Air and Mobility Grant (CLAMP)** - Working with the Planning Dept. and DPW, a proposal was made to MassDOT under the Clean Air and Mobility Program (CLAMP) for funds to improve safety and mobility for motorists, cyclists and pedestrians at the intersection of Route 60 and Mass Avenue. A funding commitment from the State has been made to the Town, and a preliminary design contract should be awarded in early 2011. Short-term paint and signage improvements were installed at this intersection in 2010.

**Guidelines for Traffic Calming in Arlington** - During the year, a working group of the TAC prepared guidelines and recommended a process for the application of traffic calming measures in Arlington. This document was approved at the TAC's December meeting.

**Bicycle Safety** - In cooperation with the Arlington Bicycle Advisory Committee (ABAC), the TAC developed education, engineering, and enforcement recommendations to improve bicycle safety. Part of this effort was the development of a brochure, directed to both cyclists and motorists, on sharing the road safely.

## Reports

TAC studied and made recommendations to the Board of Selectmen or the Arlington Redevelopment Board on the following:

- Highland/High Haith safety issues
- 30-50 Mill Street Special Permit traffic mitigation (recommendations to Redevelopment Board)
- Eustis traffic calming
- Stratton School traffic circulation
- Dallin School Phase 1b circulation
- East Arlington Commercial Parking Study
- Walking to School Improvements for the Elementary Schools
- Marathon and Waldo safety issues
- MBTA Bus Shelters
- New Thompson School: traffic and pedestrian safety study (recommendations to Thompson School Building Committee)
- Oakland Avenue/Gray Street initial safety improvements (did not require BOS approval)

## Outreach

The TAC participated in transportation meetings and events conducted by the Boston MPO, MBTA, Boston Metropolitan Area Planning Council, Arlington Board of Selectmen, Arlington Redevelopment Board, and Massachusetts Dept. of Conservation and Recreation. The TAC maintains a website containing all formal reports submitted to the Board of Selectmen, committee agendas and minutes, and other transportation resources at [arlingtonma.gov/tac](http://arlingtonma.gov/tac).

## BICYCLE ADVISORY COMMITTEE

The Arlington Bicycle Advisory Committee (ABAC) was appointed by the Board of Selectmen in 1996 to advise the Town on improving local bicycling conditions for both residents and visitors. The Committee promotes all forms of safe bicycling on Town roadways and the Minuteman Bikeway, from recreational riding to using the bicycle for transportation and running errands.

ABAC's annual events include the ABAC Winter Social, the BIKE-Arlington Tour, and ABAC's Bicycling Information booth at Town Day in September.

ABAC meets monthly, usually the first Monday night of the month, to discuss bicycle-related topics and issues in Town. If you are interested in local bicycling matters please attend an upcoming ABAC meeting. Meetings are posted in advance and open to the public. For more information, visit our website at [www.abac.arlington.ma.us](http://www.abac.arlington.ma.us), contact the Department of Planning and Community Development at 781-316-3090, or e-mail [tonkinc@comcast.net](mailto:tonkinc@comcast.net).

## 2010 Highlights

Over the last year the Arlington Bicycle Advisory Committee has worked on the following:

Overhauled the Committee's Rules for Governance. This reflects changes that have occurred in the makeup of the Committee and their terms of service, as well as other streamlining of the Rules. There were extensive discussions as to the composition of the Committee in terms of how long officers should hold their positions, the number of members, and whether or not to allow out-of-town members to serve. The reviewed Rules have been approved by the Committee, sent to Town counsel, and approved by the Selectmen.

The Committee has been active in recruiting sites for the installation of the new bike racks that were obtained through the MAPC Bike Parking Program. These racks have been well received and utilized.

The Committee has been involved in incorporating the new Bike Lanes on Park Ave. and other areas in Town, including the Rt.2 access road.

The Committee has been involved in placing the new "Share Arrows" on Mass Ave. and around the Center Bikeway Crossing, working closely with the Transportation Advisory Committee.

The Committee has commented on several major projects in the community, including:

- The old Brigham's site and the possible effects it will have on the adjacent Bikeway, as well as the Mill Street crossing.
- The Mass Ave. redesign and construction project in East Arlington.
- The review of the Bikeway crossing in Arlington Center, and ways of mitigating the current difficulties of cycling from one end of the Trail to the other end, while ensuring the safety of cyclists and pedestrians. This has involved the production of a safety leaflet, signage, and reviewing upcoming engineering changes. Members of the Committee have been involved in reviewing CLAMP (Clean Air and Mobility Program) proposals at Arlington Center Crossing and have selected two candidates to interview further.

Held its Winter Social at the Whittemore-Robbins House, which was attended by about 40 people who heard a talk presented by Livable Streets Alliance.

Arrangements have been made for the 2011 Winter Social to again be held at the Whittemore-Robbins House with a talk from about the East Coast Greenway, which is a proposed trail from the Canadian Boarder down the East Coast to the Florida Keys.

Again manned a booth at Town Day where we talked to the visitors about issues affecting cycling in Arlington and Massachusetts and the possible placement of new bike racks. We also endeavored to recruit new people to the committee (we currently have two vacancies). With a potential candidate for one of the open positions.

## Future Objectives

The Committee hopes to fill our vacant positions. We intend to get involved in the designation of Arlington as one of League of American Cyclists' Bike Friendly Communities. As part of this process we hope to develop a Bike Plan for Arlington.

## ARLINGTON HOUSING AUTHORITY

The Arlington Housing Authority (AHA) is proud of its distinction of being the largest single provider of affordable housing in the community.

The Housing Authority manages 1,156 housing units: 520 units for elderly and/or residents with disabilities, 180 units designated for family housing, a home for 13 mentally challenged residents, and 442 vouchers that help participants live in privately-owned dwellings throughout the community.

This year marks the Housing Authority's sixty-first year offering housing to low and moderate income persons either through direct housing in government-owned developments or subsidized housing in privately owned dwellings.

The Authority is a quasi-governmental agency that administers these programs sponsored by the State or Federal government. Properties owned by the Authority are exempt from local property taxes, yet the Authority annually pays the maximum "in lieu of" taxes as allowed by state statute.

## Board of Commissioners

The Board of Commissioners of the Authority is the policy making body of the agency. The five members of the Arlington Housing Authority's Board of Commissioners are: *Chairman*, Brian R. Greeley, *Vice-Chairman*, Nicholas Mitropoulos Treasurer, Richard B. Murray, and *Members* Brian J. Connor, Teresa J. Walsh.

## 2010 Highlights

In 2010 the Housing Authority continued improve-



ments to its properties, the expansion of its tenant services support programs, and worked on creative partnerships with many housing groups and service providers in the community.



*Arlington Housing Authority Board of Commissioners*

## Properties

The Authority completed its final phase of its modernization of our 179 unit family housing development Menotomy Manor. This modernization project was funded through the Department of Housing and Community Development (DHCD) and the 2002 Housing Bond Bill. All 179 units were renovated with new kitchens, baths, plumbing, electrical upgrades as well as painted and had new floors installed. Because there were no handicapped family housing units in Arlington, the Authority created 10 new units of handicapped wheel chairs accessible family housing units. The total renovation cost came to just over 13 million dollars.

The 144 unit, seven story Hauser Building at Drake Village received a new gas fired hot water system replacing the original 2,400 gallon electric Megatherm system. Gas was brought into the Drake Village Development as part of our energy efficiency efforts. The 72 cottage units now all have gas lines brought to the buildings and we are planning on replacing the original nine oil burners that presently heat the units with energy efficient gas units. Sixteen (16) new parking spaces were added as well as a new Gazebo and awnings. New energy efficient lighting was completed in all our building and we are looking forward to the saving ahead.

The Authority continues to work on energy conservation efforts in all our properties. In 2010 all new energy efficient lighting was installed at Chestnut Manor, Winslow Towers, Cusack Terrace, and Drake Village. 100 five gallon flush toilets were replaced with new low flow toilets at Drake Village. A new gas fired hot water system is being installed at our 100 unit Chestnut Manor Development.

The Authority would like to recognize the Arlington Board of Selectman and the Town Manager for their work in securing \$200,000 from the CDBG-R federal stimulus funds given to the Town of Arlington. Those funds were used for the modernization of the hot water system at Drake Village and at Chestnut Manor. Although the housing authority applied for over \$8 million dollars in stimulus funds through the Department of Housing and Community Development (DHCD), the only money the AHA received was from the CDBG-R funds allocated through the Town.

## Community Partnerships

2010 was a great year in expanding our partnerships with a number of community service program providers. The Authority continued to take advantage of the Community Work Program (CWP) sponsored by the Middlesex Sheriff's Office. For the tenth year in a row, inmates under the supervision of correctional personnel assisted the AHA maintenance staff in its spring and fall cleanup efforts.

Minuteman Senior Services has been very successful at our Drake Village location by providing services to our seniors and a meals program. The AHA Board of Commissioners, along with Minuteman, has agreed to expand the program to all our other facilities in year 2011.

The AHA and Minuteman Senior Services worked together and are now providing an emergency senior domestic violence unit in one of our properties. This unit is to provide a safe harbor for elderly residents who were subject to domestic violence.

The Arlington Boys and Girls Club and Fidelity House continued afternoon programs in our Menotomy Manor Development that provides homework help, games, and programs for our young residents of Menotomy Manor. This program has been extremely successful with a large number of residents participating.

The award winning evening program, Operation Success, continues to be a major factor in improving grades by providing homework help and guidance for the residents of Menotomy Manor. In 2010 they have expanded the program to include college level participants. Janet Maguire and Peggy Regan run this program with a large group of young volunteers.

The Arlington Housing Authority Board would like to thank all our partners for their hard work and we look forward to many new and exciting ideas being put into action in the coming year.

## 2010 Menotomy Manor – Police Substation

In 2010 the AHA in partnership with the Arlington Police Department opened the first of its kind community police substation in our Menotomy Manor Development. This has had a very positive effect and the residents of Menotomy Manor and the neighbors around

Menotomy Manor have seen a large decrease in crime and expanded services to the area. The AHA and the police celebrated by cosponsoring the very successful National Night Out Cookout.

## Challenges Ahead

The Authority has been successful in maintaining our buildings and operation and looks forward to the coming years in expanding our programs and modernizing our buildings. In 2010 the AHA received notice that they will receive \$1.4 million dollars over the next few years for needed modernization work. The estimated work needed on our buildings over the next few years is about \$15 million dollars. The continued lack of modernization funds available will soon have a negative effect on our aging properties. Many of our 520 elderly disabled housing units were built in the 1950's, 60's and 70's and are in desperate need of modernization and energy efficient systems as well as roofs, windows, kitchens and bath upgrades. The majority of them are heated by electricity, with the Authority paying all the utilities while the tenants pay 30% of their income towards rent, in accordance with state regulations. With many of our residents living on Social Security or having little or no income, there is little hope that the Housing Authority will be able to make the necessary modernization needed in the coming years without help.

Wait Lists	
Stated-Aided Elderly/Handicap One Bedroom Units	
Arlington Applicants	9
Non-Arlington Applicants	203
<b>Total</b>	<b>212</b>
State-Aided Family 2-Bedroom Units	
Arlington Applicants	29
Non-Arlington Applicants	232
<b>Total</b>	<b>261</b>
State-Aided Family 3-Bedroom Units	
Arlington Applicants	1
Non-Arlington Applicants	142
<b>Total</b>	<b>143</b>
Section 8 Wait List	430
Arlington Applicants	*430
*Because Arlington is on a centralized wait list, the Section 8 wait list is extremely long, therefore, only Arlington residents are listed for this program.	

State Program Rents	
Average Elderly/Handicap Monthly Rent	\$380/month (includes heat and lights)
Average Family Monthly Rent	\$469/month (tenant pays utilities)

Because the AHA serves the lowest of income residents, 95% of them would not be able to afford the rent in the new affordable housing units being constructed in Town. The AHA has over 100 residents paying less than \$100 per month for rent that includes heat and hot water. On our current waitlist 88% of the applicants have incomes below \$10,000 and many of them receive only temporary assistance in the amount of \$3,000 per year.

## Administrative Services

The Authority continues to be a member of the MassNAHRO Centralized Section 8 Wait List program. The list is now open to all daily. Arlington residents are given a preference.

The AHA's website provides valuable information to those wishing to learn more about the AHA and its programs and can be viewed at [www.arlingtonhousing.org](http://www.arlingtonhousing.org). You may also find the Arlington Housing Authority on Facebook.

## Tenant Services

Beth Hosman and Mary Maher, Tenant Service Coordinators, continued their active participation in the bi-monthly meetings of the Geriatric Providers Group. This group, consisting of representatives from over twenty outside agencies, meets regularly to ensure communication between these agencies and providers for the benefit of our elderly tenants.

## Recognitions

The Arlington Housing Authority would like to thank all its employees for their dedication throughout the year.

## VISION 2020

### Background

June 2010 marked Vision 2020's twentieth anniversary.

Created to address a need for broad, long-range planning, the Vision 2020 Steering Committee began a two year exploration process of formulating goals, strategies, and actions with the help of Town leadership, employees, and townspeople.

Town Meeting created the Vision 2020 Standing Committee as an official Committee of the Town on June 8, 1992. With the motto *A Proud Past, A Focused Future*, the committee was charged to "...ensure the long range planning process initiated by the Town in 1990, ...also to create, implement, monitor, and review methods for open, town-wide public participation in the Vision 2020 process."

Town Goals covering the areas of Business, Communication, Community and Citizen Service, Culture and Recreation, Diversity, Education, Environment, Fis-



cal Resources, and Governance were adopted as by-law at the 1993 Annual Town Meeting for the "...Town to consider as it conducts its business". These goals are supported by individual task groups which have representatives on the Standing Committee. Three additional groups have formed since under the Environment Task Group - the Spy Pond, Reservoir, and Sustainable Arlington Committees. The Standing Committee also includes Town leadership and may have a student representative from Arlington High School.

To this day these task groups continue efforts to bring the Town closer to the intent of these goals by partnering with townspeople. These endeavors run the gamut from awareness/appreciation pieces on Town resources, to planning for improvement of Town practices, to research and development of Town Meeting warrant articles, to forums on emerging issues, as well as publications, and actual physical improvements. The Standing Committee and its goal-supporting task groups are also responsible for annual town-wide surveys.

## **Notable Activities by the Standing Committee and its Task Groups for 2010**

*Vision 2020 Survey* - Employing the concept that *while you are being counted, your opinions count too*, the Vision 2020 Standing Committee, its Task Groups as well as Town Departments created, tallied, and analyzed resident responses to the 2010 Vision 2020 Annual Census Mailing Insert Survey from more than 26% of all Arlington households - the largest response ever received in its 20 year history. By summer's end the number of responses had grown to 5,000.

Titled *Looking Ahead: Services & Revenues in the Balance, We Invite Your Input*, this year's survey focused on the Town's financial challenges. Residents were asked to indicate their opinions as Desirable, Acceptable, or Unacceptable to specific ways by which the Town could reduce expenditures and/or raise revenues to address these challenges. Another survey topic concerned Parking in Arlington Center.

A summary and analysis of the 4,567 household responses received by March 15, 2010 was reported to Town Meeting, Town officials and departments in May under Article 2, is reprinted on the Town's website and at the end of this chapter. Data gleaned from this survey continues to be useful to Town officials and departments for planning and evaluation purposes.

*Water Bodies Fund* - Again sponsored a Warrant Article for the 2010 Annual Town Meeting to appropriate \$15,000 to the Water Bodies Fund for the purpose of maintaining, treating, and providing oversight of all the Town's water bodies. This account/fund may receive monies from the general tax, including the possibility of borrowing, gifts, or grants.

These monies are expended under the direction of the Town Manager who will report to each Annual Town Meeting on the revenues and expenditures of the fund, as well as a projection for future needs. This article received unanimous approval by Town Meeting on May 26.

*Spy Pond* - With the help of Arlington High School's Workplace students and many residents, distributed flyers to all residences in the entire 748 acre Spy Pond Watershed warning of the impact high-phosphorous fertilizers have on weed growth at Spy Pond or any water body, and announcing events affecting the area such as EcoFest and Spy Pond Trails Day.

Planned and implemented the Sixth Annual Spy Pond Trails Day at the pond's southern path abutting the Route 2 exit ramp, focusing on tree pruning, invasive plant and trash removal with help from community groups, neighbors and the Boston Area Appalachian Mountain Club.

Identified and re-mapped the areas of Phragmites (common reed) invasion around the water's edge at Spy Pond to assess the effectiveness of the previous fall's treatment; helped take down the dead treated plants; investigated the best method of diminishing the remaining presence of this invasive plant; raised funds to augment the Town's Water Bodies Fund to address this problem, and helped the Town develop a process for a late-summer/early-fall, 2010 phragmites treatment - all in consultation/cooperation with Arlington's Conservation Commission.

*Green Activities & Initiatives* - Helped the Town achieve Massachusetts Green Community status. Key to the process of becoming a MA Green Community, Arlington created the 2010 Energy Reduction Plan laying out steps to reduce the Town's energy use by 20% within the next five years, and committing to a program of increasing energy efficiency in municipal buildings and operations as well as reducing its use of fossil fuels. These commitments assisted Arlington in securing over \$200,000 in Massachusetts Green Communities grant funding for three energy efficiency projects (LED street lighting and energy upgrades at two schools). The Town also received five Big Belly Trash Compactors and recycling bins.

Assisted the Town in procuring bids for a 3 kW solar photovoltaic (PV) system for the Ottoson Middle School. Funding of approximately \$20k came from the Clean Energy Choice matching grant program.

Participated on the Town's Energy Working Group helping identify Town buildings to receive energy audits, track energy usage in municipal properties, and determine the need to install lighting controls in the high school.

Worked with the DPW on a possible Pay-As-You-Throw program and on a plan for curbside food waste collection to further reduce the solid waste stream. Created a survey for DPW to assess resident support for separating kitchen waste for a new curbside collection program.

Presented the fall Windows on Water event to increase public awareness of and discussion about Arlington's water resources, including the Town's seven water bodies, its public water supply, and storm water management and flooding issues. This was a lead-up activity to EcoFest 2011: How YOU affect the Water that affects YOU.

Held a one-day 350.org "10-10-10" event at Global Gas Station on Mass. Ave., to remind the driving public that proper tire inflation saves gas. Provided service by checking tire inflation and adding air as needed.

Helped write a grant application to North East Grassroots Environmental Fund for rain garden and for which the Arlington Garden Club received \$1,000 funding. Now working with a Town committee to develop and implement the rain garden plan.

Met with knowledgeable horticulturists, residents and the DPW to construct a plan for the installation of habitat gardens around the newly constructed spillway at the Arlington Reservoir.

*Financial Activities-* After a two year study, prepared a *Retrospective Analysis Report on Arlington's Recently Completed Five Year Financial Plan* and presented it to the Town Manager and the Long Range Planning Committee. This study contains lessons learned that might be applied to a future plan.

Updated My Tax Dollars for FY 2010.

Began a study of ways to increase revenue from the former schools now rented out by the Town, and addressed Town Meeting on this subject.

After discussions with the Treasurer, convinced him to allow a buck slip insert (3"x8.5" flyer) to a water bill as an inexpensive way to get the word to all households about single stream recycling.

Persuaded the Finance Committee to revise the way it presents the Town's Insurance Budget to Town Meeting. The new presentation is more accurate, but doesn't affect the bottom line.

*Governance Initiatives* - With the League of Women Voters of Arlington, co-sponsored Candidates' Night.

Partnered with Arlington's League of Women Voters to bring diversity to Town Meeting membership and encourage citizens to run in the April election for the open Town Meeting seats.

Sampled new Town Meeting Members (TMMs) on why they ran, how they campaigned and how they learned to function in their new positions. The resulting *Report on Interviews with New Town Meeting Members*,

recommending further actions to attract and orient new TMMs, was sent to all participants, submitted to the Town, and published in The Arlington Advocate.

Planned for an Orientation to Town Meeting program to take place before the early spring 2011 election. This would be a collaborative effort of Arlington's League of Women Voters, the Town Meeting Procedures Committee and Vision 2020's Diversity, Governance and Standing Committees.

## Additional Activities

- Encouraged The Board of Selectmen to perpetuate the Annual State of the Town Address as part of Article 2 on the first night of the 2010 Annual Town Meeting. The address was given by incoming BOS Chairman, Diane Mahon.
- Joined other Arlington arts-focused entities to begin an effort to promote public art projects in Arlington.
- Continued to participate on the Superintendent's Advisory Committee on Diversity, advocating for recruiting and employing minority staff for both Arlington's Public Schools and Town positions.
- Helped select titles for the 2010 Community Book Read, all on the topic of Autism. Among the titles were *Marcelo in the Real World* by Francisco Stork, *The Curious Incident of the Dog in the Night Time* by Mark Haddon, and Temple Grandin's *Thinking in Pictures, My Life with Autism*.
- With the Commission on Disability, hosted the Second Annual Job Fair in the Town Hall Auditorium with 26 employers and 320 prospective employees attending. Also co-hosted a Stand Against Racism weekend program of events. And with the Human Rights Commission explored an ongoing series of initiatives to promote civil discourse in Town.
- Established a Facebook page: *Residents of the Town of Arlington* with an emphasis on diversity issues and information on diversity-sponsored activities.
- Again presented Vision 2020 and all its projects at Town Day hoping to engage new volunteers for its task groups and awareness of its overall mission.



## Recognitions/Acknowledgements

Vision 2020 appreciates all who contribute to this program. Their skills and expertise, persistence, opinions, research, note-taking, grant writing, web posting, physical labor, planning, program creation and creative ideas – all offered generously - have truly enabled Arlington's Vision 2020 to assist the Town in addressing its current and future needs. The Vision 2020 Standing Committee is most grateful to Nancy Barry for her support in promoting Arlington's Goals for Cultural and Recreational activities in Town; and is truly appreciative for Greg Ames' enthusiastic leadership of its Diversity Task Group and the very successful Job Fairs he initiated with the Disability Commission. Both have given up their Vision 2020 titles but will continue to advocate for these efforts.

## 2010 Vision 2020 Survey Results

*Looking Ahead: Services & Revenues in the Balance, We Invite Your Input*, this year's survey focused on the Town's financial challenges. Another survey topic concerned Parking in Arlington Center. These are the summary results. For detailed results please visit [arlingtonma.gov/vision2020](http://arlingtonma.gov/vision2020).

## Reductions in Expenditures

### Notes

Each question has three options: Desirable, Acceptable, Unacceptable. In the Positive/Negative summary, the Positive column includes both Desirable and Acceptable. The Negative column is only Unacceptable

Blank entries on each question ignored

## Public Safety

### 1. Fire Department

Currently the Town operates an engine company at each of its three stations, as well as one(1) ladder truck, and one(1) ambulance. Eliminating an engine company for a portion of the year could save approximately \$200,000. However, when an engine is out of service, this reduction would have a negative impact on our response time to emergencies and overall fire fighting, our rescue services, and our mutual aid agreement.

#### Eliminate an engine company for a portion of the year (Save \$200,000)

Positive		Positive	Negative
Desirable	Acceptable		Unacceptable
367	1052	<b>1419</b>	<b>3014</b>
8.3%	23.7%	<b>32.0%</b>	<b>68.0%</b>



### 2. Police Department

The elimination of two police officer positions, at a savings of \$126,000, may result in slower response times to emergencies, and reduced/slower responses to crime/investigations.

#### Eliminate two police officers (Save \$126,000)

Positive		Positive	Negative
Desirable	Acceptable		Unacceptable
466	1321	<b>1787</b>	<b>2648</b>
10.5%	29.8%	<b>40.3%</b>	<b>59.7%</b>



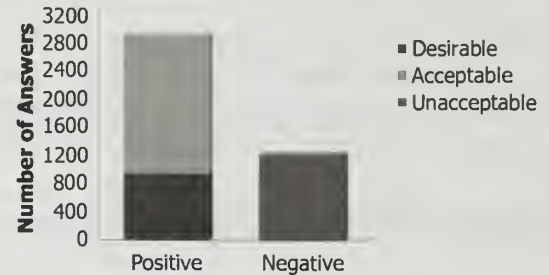
## Libraries

### 3. Reduce Services at Robbins and Fox Libraries

Arlington is a member of the Minuteman Library Network (MLN), a consortium of 42 libraries that allows residents to borrow and return materials at any location in the MLN. The Arlington libraries are open 63 hours per week. Cutting services by reducing the new book purchases or dropping below current hours would jeopardize our MLN certification, patrons' ability to borrow from any other library in the MLN system, and a loss of \$40,000 in state aid.

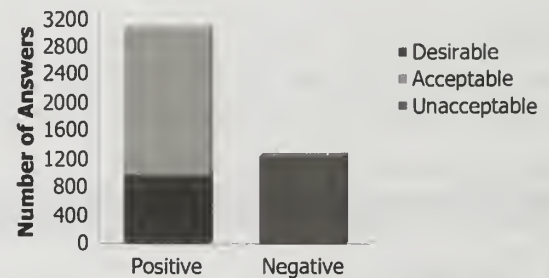
#### Close Fox Library 1 day and close Robbins' Children's Room 1 evening (Save \$29,000)

Positive		Positive	Negative
Desirable	Acceptable		Unacceptable
956	1980	<b>2936</b>	<b>1213</b>
23.0%	47.7%	<b>70.8%</b>	<b>29.2%</b>



#### Close Robbins Library at 6pm one evening (Save \$29,000)

Positive		Positive	Negative
Desirable	Acceptable		UnAcceptable
978	2114	<b>3092</b>	<b>1262</b>
22.5%	48.6%	<b>71.0%</b>	<b>29.0%</b>



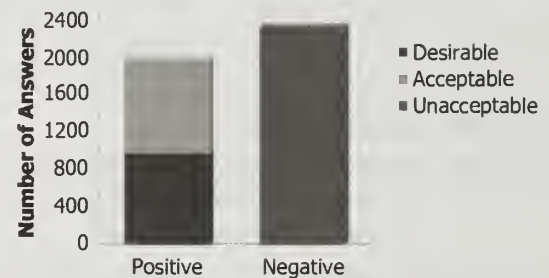
#### Reduce funding for books and periodicals by 30% (Save \$48,000)

Positive		Positive	Negative
Desirable	Acceptable		Unacceptable
464	1337	<b>1801</b>	<b>2439</b>
10.9%	31.5%	<b>42.5%</b>	<b>57.5%</b>



#### Close Fox Library and building (Save \$140,000)

Positive		Positive	Negative
Desirable	Acceptable		Unacceptable
977	1014	<b>1991</b>	<b>2336</b>
22.6%	23.4%	<b>46.0%</b>	<b>54.0%</b>





## Schools

### 4. School Budget Adjustments

Over the past four years, the Schools have addressed budget deficits totaling over \$7 million through fee increases, restructuring, the use of one-time revenues, and wage concessions by the staff. At the same time, we have been able to preserve teaching positions, and maintain or even improve core programs.

Next year, however, the schools face an additional deficit of between \$2.6 and \$5.5 million, based on decisions at the state and federal levels. As things stand today, we will not be able to balance next year's budget without significant and painful cuts to core teaching staff and programs.

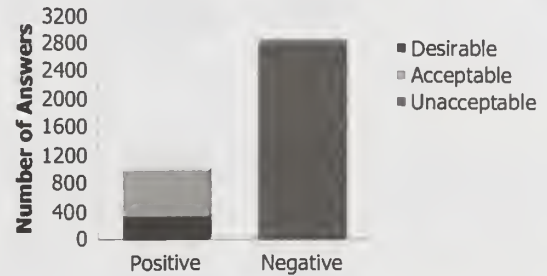
Closing a \$3 million deficit, for example, could require cuts of up to 60 positions, of which more than 50 would be teaching staff. This would mean 3 fewer teachers per elementary school (21 total), resulting in an increase in average class size (from 22 to 27); 15 fewer teachers at the middle school, and 15 fewer teachers at the high school. At the middle and high schools, teacher reductions will create larger class sizes and fewer curriculum hours.

New or increased user fees account for about \$1 million in additional revenues over the past four years. These fees cover some of the cost of the programs they support. For example:

Fees	Per Student	Total Raised	Percent of Program Cost
Instrumental Music	\$425/student	about \$120,000	covering 75%
Athletics	\$235/sport	about \$200,000	covering 25%
Full Day Kindergarten	\$2,400/student	about \$750,000	covering 40%

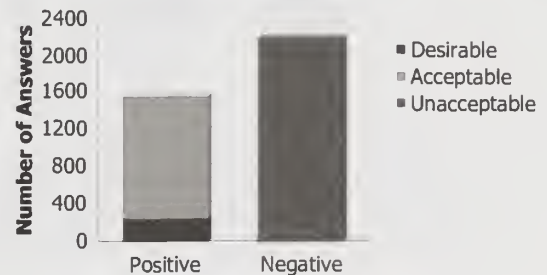
#### Leave fees as they are, eliminate 60 positions

Positive		Positive	Negative
Desirable	Acceptable		Unacceptable
344	650	<b>994</b>	<b>2830</b>
9.0%	17.0%	<b>26.0%</b>	<b>74.0%</b>



#### Increase fees by 50%, eliminate 50 positions

Positive		Positive	Negative
Desirable	Acceptable		Unacceptable
254	1309	<b>1563</b>	<b>2188</b>
6.8%	34.9%	<b>41.7%</b>	<b>58.3%</b>



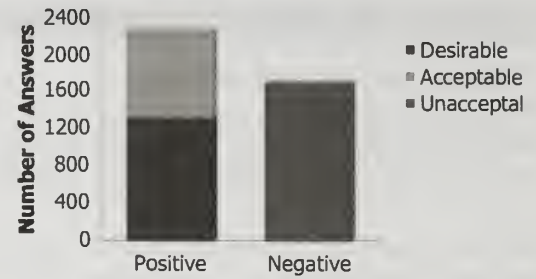
#### Increase fees by 100%, eliminate 40 positions

Positive		Positive	Negative
Desirable	Acceptable		Unacceptable
464	963	<b>1427</b>	<b>2339</b>
12.3%	25.6%	<b>37.9%</b>	<b>62.1%</b>



**Pass an Override (there is another question elsewhere relating to this) and maintain positions**

Positive		Positive	Negative
Desirable	Acceptable		Unacceptable
1327	949	<b>2276</b>	<b>1692</b>
33.4%	23.9%	<b>57.4%</b>	<b>42.6%</b>

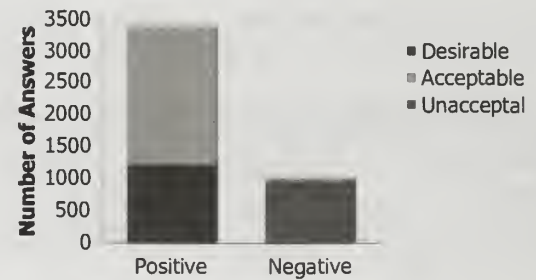


## 5. Redistricting Boundaries / Reconfiguring School Grades

As of 12/1/09, the largest elementary class is 27. If 21 elementary teachers are lost, class sizes could exceed 40. Although it is not likely to produce significant savings, reassigning students among the elementary schools would produce more consistent class sizes. With redistricting, or reconfiguration (e.g K-2,3-5), the largest class would be around 32.

**Adjust school district boundaries or reconfigure grades to reduce class size variability**

Positive		Positive	Negative
Desirable	Acceptable		UnAcceptable
1236	2140	<b>3376</b>	<b>971</b>
28.4%	49.2%	<b>77.7%</b>	<b>22.3%</b>





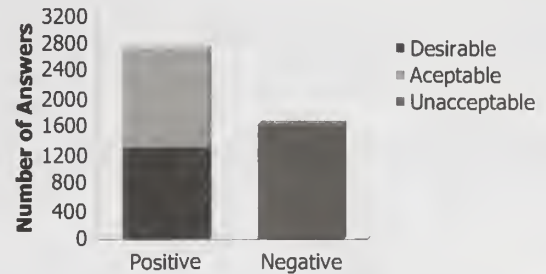
## Department of Public Works

### 6. Snow Removal

Recently the Town has added sidewalk and corner clearing at key locations, as well as bikepath plowing. The cost of snow removal often exceeds \$1million annually. Currently the Town pre-treats all road surfaces with a salt mixture in an effort to get the roadways down to bare pavement as soon as possible after a snowfall. If the Town were to stop pre-treating side roads and instead increase the use of sand, we could save \$500,000 annually with the probability that some side roads will have persistent ice or snow pack, causing possible safety issues.

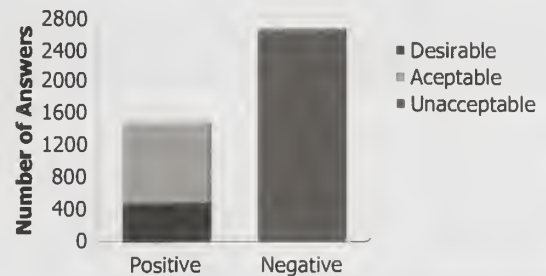
#### Discontinue bike path plowing (Save \$3,600)

Positive		Positive	Negative
Desirable	Acceptable		Unacceptable
1328	1420	<b>2748</b>	<b>1664</b>
30.1%	32.2%	<b>62.3%</b>	<b>37.7%</b>



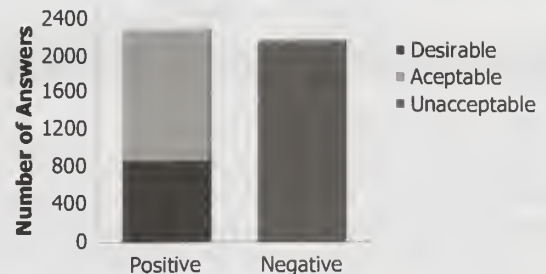
#### Discontinue sidewalk/corner plowing (Save \$27,000)

Positive		Positive	Negative
Desirable	Acceptable		Unacceptable
484	997	<b>1716</b>	<b>2639</b>
11.1%	22.9%	<b>39.4%</b>	<b>60.6%</b>



#### Eliminate the pre-treatment of side streets (Save \$500,000)

Positive		Positive	Negative
Desirable	Acceptable		Unacceptable
876	1399	<b>2275</b>	<b>2141</b>
19.8%	31.7%	<b>51.5%</b>	<b>48.5%</b>



### 7. Town Fields

Elimination of lawn irrigation, some field enhancements, and pre-game prep of sports fields could save \$173,000 annually. However, this would speed deterioration of our fields, and varsity field sports would have to fund labor for raking the fields and line painting. The youth sports groups now contribute \$40,000 to the upkeep of the fields and this would not be affected.

#### Eliminate these sports field and park services (Save \$173,000)

Positive		Positive	Negative
Desirable	Acceptable		Unacceptable
770	1718	<b>2488</b>	<b>1916</b>
17.5%	39.0%	<b>56.5%</b>	<b>43.5%</b>



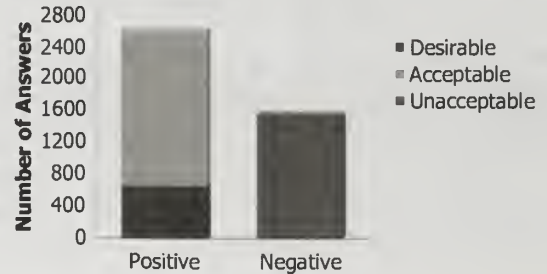
## Social Services

### 8. The Arlington Youth Consultation Center (AYCC)

AYCC provides help for troubled youths and their families. in and out of the school environment. Clients are charged for this service on a sliding scale dependent on their income, and the center also receives some insurance reimbursement. The Town's FY09 contribution to this service was \$293,000, 78% of AYCC's operating expenditures.

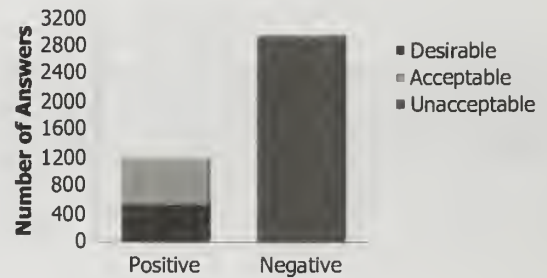
#### Reduce Town support by 50% (Save \$147,000)

Positive		Positive	Negative
Desirable	Acceptable		Unacceptable
659	1955	<b>2614</b>	<b>1556</b>
% Desirable	% Acceptable	% Positive	% Negative
15.8%	46.9%	<b>62.7%</b>	<b>37.3%</b>



#### Eliminate the AYCC program (Save \$293,000)

Positive		Positive	Negative
Desirable	Acceptable		Unacceptable
539	639	<b>1178</b>	<b>2925</b>
13.1%	15.6%	<b>28.7%</b>	<b>71.3%</b>



## Increases in Revenue

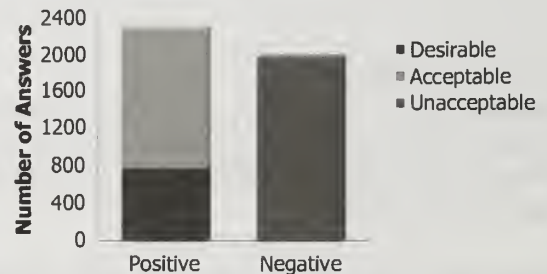
### Override Proposition 2 1/2

#### 9. Override Proposition 2 1/2

A Proposition 2 1/2 Override of 11.5% in 2010 would fund the Town budget for 5 years given the limits on spending increases in place for the last 5 years. A 9% Override would provide funding for a period of 3 years. In FY2009, the average single-family home had an assessed value of \$465,952 and a tax of \$5,554. The increase in property taxes on an average single-family home would be \$514 (3 year plan) and \$668 (5 year plan).

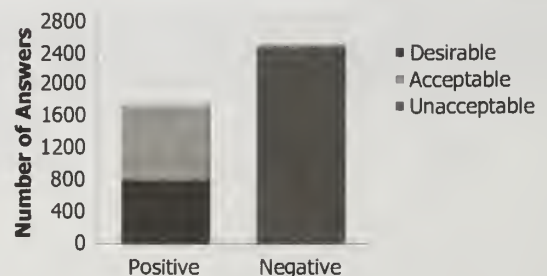
#### Pass a 9% override (3 year plan)

Positive		Positive	Negative
Desirable	Acceptable		Unacceptable
784	1501	<b>2285</b>	<b>1966</b>
18.4%	35.3%	<b>53.8%</b>	<b>46.2%</b>



#### Pass a 11.5% override (5 year plan)

Positive		Positive	Negative
Desirable	Acceptable		Unacceptable
808	929	<b>1737</b>	<b>2464</b>
19.2%	22.1%	<b>41.3%</b>	<b>58.7%</b>





## Implement Pay As You Throw (PAYT)

### 9. PAYT

The Town's solid waste program (trash collection and disposal, together with recycle & yard waste collection) costs over \$3.2 million annually and helps the environment. Recycling paper and containers avoids the cost of the final step in the disposal process (incineration). To further reduce these disposal costs, a PAYT program based on trash bag sales could be instituted. The price of the bags could be set to pay for part or all of the solid waste program.

#### PAYT - Some Free Bags - Revenue Neutral for Avg Household

Institute a PAYT program with enough free bags -- thus no additional expense to an average household with efficient recycling practices (Positive environmental impact)

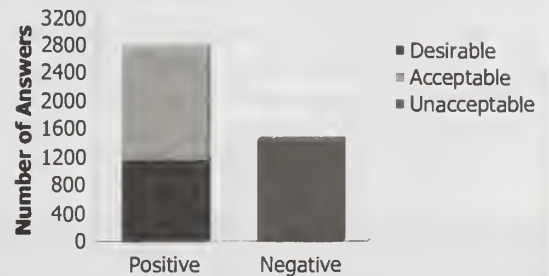
Positive		Positive	Negative
Desirable	Acceptable		Unacceptable
1431	1535	<b>2966</b>	<b>1265</b>
33.8%	36.3%	<b>70.1%</b>	<b>29.9%</b>



#### PAYT - No Free Bags - \$40 Bag Cost/Year

Institute a PAYT program with bag prices set to pay the trash disposal cost. The annual expense to an average household with efficient recycling practices would be \$40. (Save \$1,000,000)

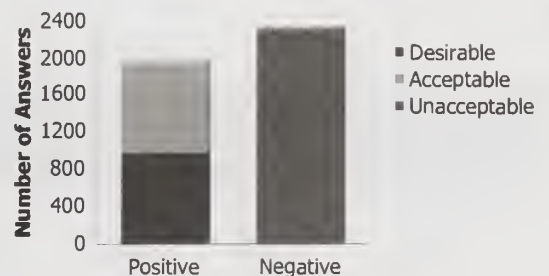
Positive		Positive	Unacceptable
Desirable	Acceptable		UnAcceptable
1176	1618	<b>2794</b>	<b>1469</b>
27.6%	38.0%	<b>65.5%</b>	<b>34.5%</b>



#### PAYT - No Free Bags - \$130 Bag Cost/Year

Institute a PAYT program with bag prices set to pay the entire cost of the solid waste program. The annual expense to an average household with efficient recycling practices would be \$130. (Save \$3,200,000)

Positive		Positive	Negative
Desirable	Acceptable		Unacceptable
979	968	<b>1947</b>	<b>2297</b>
23.1%	22.8%	<b>45.9%</b>	<b>54.1%</b>



## Advanced Life Support (ALS)

### 13. Add Advanced Life Support (ALS) Facility within Fire Department

The Town runs a Basic Life Support (BLS) ambulance service which transports patients to the nearest hospital in an emergency. Currently Advanced Life Support (ALS) is provided through a private contractor at no cost to the Town. Instead, the Town could run an in-house Advanced Life Support (ALS) service using Fire Department Paramedics. This in-house ALS service could potentially bring in an additional \$300,000 in revenue annually. The program would require an investment of \$1million over the first three years. Break even would be realized in year 5, and in year 6 a net gain of \$300,000 annually would be the ongoing estimated revenue.

#### Develop an in-house ALS ambulance service

Positive		Positive	Negative
Desirable	Acceptable		Unacceptable
1154	1585	<b>2739</b>	<b>1623</b>
36.3%	36.3%	<b>62.8%</b>	<b>37.2%</b>



## LED Street Lights

### 14. Replace Street Lights with LED Lamps

The current budget for street lights (electricity) is about \$205,000. If the existing street light bulbs were replaced with high efficiency light emitting diodes (LED's), a savings of \$110,000 per year is possible. Yet, LED street light technology is still new and there would be substantial "set up" costs, estimated at \$2.2 million. So savings would be delayed for some time.

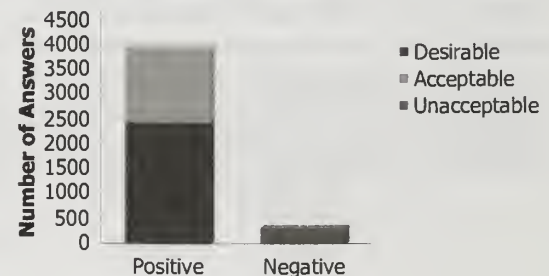
#### Replace street lights with LED technology

Positive		Positive	Negative
Desirable	Acceptable		Unacceptable
547	1152	<b>1699</b>	<b>2296</b>
47.5%	28.8%	<b>42.5%</b>	<b>57.5%</b>



#### Wait until the technology is more affordable

Positive		Positive	Negative
Desirable	Acceptable		Unacceptable
2444	1503	<b>3947</b>	<b>327</b>
57.2%	35.2%	<b>92.3%</b>	<b>7.7%</b>





## Install Solar Photovoltaic Systems

### 15. Solar Electricity

Electricity for municipal and school buildings costs more than \$1,000,000 per year. Installation of solar photovoltaic (PV) systems on Town buildings would reduce the amount of electricity purchased. These systems can be owned and financed by third parties who would then sell the solar electricity to the Town at a price that is less than the current price paid for electricity from the grid, thereby reducing the overall cost of electricity. Installation of PV also provides a hedge against rising electricity prices and reduces the environmental impact of Town energy use.

#### Develop a solar photovoltaic program

Positive		Positive	Negative
Desirable	Acceptable		Unacceptable
2148	1226	<b>3374</b>	<b>505</b>
55.4%	31.6%	<b>87.0%</b>	<b>13.0%</b>



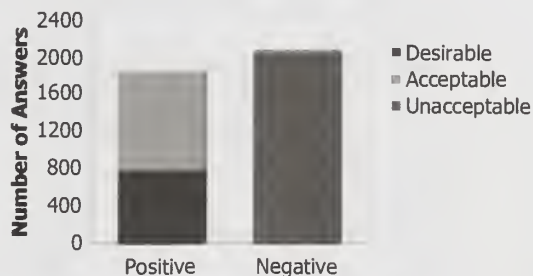
## Increase State Income Tax

### 16. Income Tax

State Aid to Arlington has decreased 20% in just the past year alone, and from 18% of total Town revenues in FY04 to 14% (FY10). State Aid is dependent upon State revenues which are heavily dependent upon the state income tax. The state income tax rate is set by the legislature. An increase in the state income tax to 6% could yield \$720,000 for Arlington if it were distributed to towns/cities using current local aid funding formulas.

#### Urge our legislators to increase the state income tax rate to reduce the pressure on the real estate tax

Positive		Positive	Negative
Desirable	Acceptable		Unacceptable
790	1050	<b>1840</b>	<b>2053</b>
20.3%	27.0%	<b>47.3%</b>	<b>52.7%</b>



## Summary of 4657 Survey Responses to the Questions on Parking In Arlington Center

Do you have difficulty parking in Arlington Center?

Yes: 1983 (46%)    No: 2290 (54%)

How would you describe the difficulty?

- No parking near destination                      1589
- There is a parking fee                                      565
- Russell Common parking not  
    near my destination                      611
- Parking regulations are confusing              868

Do parking problems deter you from shopping in Arlington Center?

Yes: 1874 (45%)    No 2250 (65%)

How many blocks from your destination would you park?

1 block: 668    2 blocks: 1531    3 blocks: 1004    4 blocks: 867

Would parking meters on Massachusetts Ave., Medford St. and Broadway Plaza discourage

you from shopping in Arlington Center?

Yes: 1874 (45%)    No: 2250 (55%)

What is the highest parking meter fee you find acceptable?

• \$.25/hr: 1650    • \$.50/hr: 1552    • \$1.00/hr: 752



# Vision 2020 - 2010 Survey Results

Total Surveys Collected: 4,657

## Demographics

### Precinct

0	324	6.96%
1	137	2.94%
2	262	5.63%
3	201	4.32%
4	205	4.40%
5	183	3.93%
6	206	4.42%
7	194	4.17%
8	251	5.39%
9	216	4.64%
10	256	5.50%
11	204	4.38%
12	280	6.01%
13	187	4.02%
14	198	4.25%
15	212	4.55%
16	232	4.98%
17	145	3.11%
18	182	3.91%
19	205	4.40%
20	168	3.61%
21	209	4.49%

### Own/Rent

Own	3493	77.64%
Rent	1006	22.36%

### Housing Type

Single Family	2110	50.88%
Condo	666	16.06%
2-4 Units	1096	26.43%
>>4 Units	275	6.63%

### Number of Years in Arlington

<< 5 Year	1018	23.86%
5-15 Year	1303	30.54%
>> 15 Year	1946	45.61%

### Number of Adults 18-64

none	567	13.61%
one	940	22.56%
two	2231	53.54%
three	307	7.37%
four	117	2.81%
five	5	0.12%

### Number of Adults 65+

none	2504	66.56%
one	725	19.27%
two	516	13.72%
three	14	0.37%
four	2	0.05%
five	1	0.03%

### Number of Children

none	2104	56.21%
one	639	17.07%
two	719	19.21%
three	218	5.82%
four	61	1.63%
five	2	0.05%

### Internet Access

Home	3982	60.22%
Work	1943	29.39%
Library	306	4.63%
None	381	5.76%

## TOWN MODERATOR

### Town Meeting

Arlington's Legislative body, Town Meeting, held its 204th Annual Meeting and Special Town Meeting over the course of ten sessions. The meeting began on April 26 and ran until May 26th.

During the first night activities the State of the Town Address was given under Article Two as opposed to the past practice of having the address given prior to the start of the meeting as a separate event. It was thought that this would be a more efficient use of the time.

### Warrant Articles

Over the course of the first two evenings, Town Meeting passed Zoning Bylaw Articles. One of the Articles expanded the Zoning Board of Appeals from three members to five. Town Meeting also voted to allow ground mounted photovoltaic installations and to ban electronic bug zappers during the evening and night hours.

Once again the issue of off-leash dogs was taken up and this time the vote was in the affirmative to amend the leash bylaw to allow off-leash dogs at certain times and places in Town.

As for the social welfare of the Town folk, a by-law amendment was defeated that would have allowed two additional liquor stores in Town. Over the course of several articles Pay-As-You-Throw was continuously voted down by the meeting, one of the votes directed the Town Manager to consider the issue in relationship the next five-year plan.

### Budgets

After the debate lasting two nights, the omnibus budget, the capital budget, and a multitude of warrant articles calling for other appropriations were all approved. Despite the tight financial climate, Town Meeting made a significant infrastructure investment by voting to renovate and rebuild both the Central and the Highland fire stations at a total cost of \$4,520,000.

Due to the growing proportion of health insurance cost in relation to the entire budget and the pending future budgetary problems facing Arlington, Town Meeting passed a resolution that stated, "Town Meeting urges in the strongest terms that the employee unions and Town Manager negotiate an agreement as expeditiously as possible that results in the Town opting into the State's Group Insurance Commission or agreeing to plan design changes to the Town's current menu of health insurance options that achieves cost savings similar to that of the Group Insurance Commission."

### Introduction and Conclusion

The traditions of Town Meeting included the singing of the National Anthem and an invocation at the start of the first session. This was a change from past years when an invocation was given at every session. The Anthem was accompanied by Town Meeting members Jane Howard and Charles Gallagher on the piano.





## PRECINCT 1

Cleinman, Stuart P.	113 Sunnyside Avenue	2013
King, Marian E.	122 Decatur Street, Apt. 4	2013
McCartney, Mary E.	35 Michael Street	2013
Yarbrough, Alan D.	27 Fremont Street	2013
Lyle, Darren W.	104 Gardner Street	2012
Moloney, Marie-Elena G.	19 Wheaton Road	2012
Moloney, Timothy K.	19 Wheaton Road	2012
Ziontz, Cindi M.	38 Norcross Street	2012
Flemming, Alesia D.	54 Gardner Street	2011
McGaffigan, Elizabeth	32 Silk Street	2011
McGaffigan, Paul J.	32 Silk Street	2011
Mills, Kevin M.	28 Mystic Valley Pkwy.	2011

## PRECINCT 2

Carey, William A., Jr.	155 Lake Street	2013
Cella, Augustine R.	99 Spy Pond Parkway	2013
DeCoursey, Stephen W.	7 Cheswick Road	2013
Meister, Pamela J.	19 Village Lane	2013
Cella, Steven R.	99 Spy Pond Parkway	2012
Logan, William	5 Mary Street	2012
Tirone, Charles L, Jr.	49 Princeton Road	2012
Watson, Jennifer	66 Mott Street	2012
VACANCY		
Fiore, Elsie C.	58 Mott Street	2011
Fiore, Peter J.	58 Mott Street	2011
Hayner, William	19 Putnam Road	2011

## PRECINCT 3

Connor, Neal C.	64 Waldo Street	2013
Corbett, Dennis M.	19 Winter Street	2013
Hayward, William F.	68 Cleveland Street	2013
Petersen, Allen K.	107 Grafton Street	2013
Auster, Adam	10 Cottage Avenue	2012
Dratch, Robin M.	70 Teel Street	2012
Robillard, James F.	58 Broadway	2012
Sanchez, Dino A.	52 Cleveland Street, #2	2012
Griffin, Jean M.	42 Oxford Street	2011
Hoffinger, Alexander S.	66 Waldo Road	2011
Simas, Charles J.	42 Oxford Street	2011
Tosti, Allan	38 Teel Street	2011

## PRECINCT 4

Costa, John J., Jr.	82 Milton Street	2013
Kaba, Nawwaf W.	7 Thorndike Street	2013
Noviello, Melissa A.	30 Egerton Road	2013
Rising, Megan L.	54 Melrose Street	2013
Costa, Michael R.	82 Milton Street	2012
LaValle, Brian W.	15 Varnum Street	2012
Lucibello, Rosina-Maria	106 Varnum Street	2012
Marshall, Joseph M.	74 Varnum Street	2012
Costa, Patricia A.	82 Milton Street	2011
Ferrara, Ryan J.	94 Varnum Street	2011
Gibson, Chad Daniel	35 Varnum Street	2011
Laite, George	25 Lafayette Street	2011

## PRECINCT 5

DuBois, Abigail	83 Park Street	2013
Goodfader, Emily	25 Bowdoin Street	2013
Smith, Scott B.	39 Amherst Street	2013
Susse, Jennifer R.	70 Webster Street	2013
Kelleher, Karen E.	57 Beacon Street	2012
Lovelace, Edward C.	20 Amherst Street	2012
O'Rourke, Kathleen Demauro	181 Palmer Street	2012
Wilmot, William R.	49 Webster Street	2012
Callaway, Pamela H.	19 Bowdoin Street	2011
Grunko, Zachary P.	53 River Street	2011
Malin, Martin B.	96 Webster Street	2011
VACANCY		

## PRECINCT 6

Batzell, Stephen W.	375 Mass Avenue, #3	2013
Fischer, Andrew S.	25 Lombard Road	2013
Rowe, Clarissa	137 Herbert Road	2013
Cook, Grant D.	39 Orvis Road	2012
Parker, Glenn L.	56 Randolph Street	2012
Jones, Thouis R.	51A Wyman Terrace	2011
Zimmer, Ethan P.	18 Lake Street, #2	2011
Kaplan, William H.*	57 Spy Pond Lane	2011
Nohrden, Emily A*.	7 Pond Terrace	
Snyder, Jill A	276 Mass. Avenue, #305	2011
V A C A N C Y		

## PRECINCT 7

Alton, Angela A.	91 Harlow Street	2013
Connors, Joseph M.	78 Bates Road	2013
Loreti, Christopher P.	56 Adams Street	2013
Robertson, Thomas J.	83 Harlow Street, #2	2013
Leu, George R., III	63 Wyman Street	2012
Nastasi, Laura J.	25 Bates Road	2012
Sharpe, Theodore W.	51 Palmer Street	2012
White, Robert M.	95 Everett Street	2012
Hughes, Kenneth W.	20 Webster Street	2011
Kennedy, William J.	18 Webster Street	2011
McKinney, Laurence O.	32 Foster Street	2011
Smith, Walter R.	19 Tufts Street	2011

## PRECINCT 8

Foskett, Charles T.	101 Brantwood Road	2013
Friedman, Cindy F.	130 Jason Street	2013
Rehrig, Brian H.	28 Academy Street	2013
Worden, John L. III	27 Jason Street	2013
FitzMaurice, John A.	17 Lakeview	2012
Grossman, Irwin S.	16 Peabody Road	2012
Lobel, Joshua	73 Jason Street, #2	2012
Worden, Patricia B.	27 Jason Street	2012
Band, Carol L.	57 Bartlett Avenue	2011
Berkowitz, William R.	12 Pelham Terrace	2011
Leone, John D.	51 Irving Street	2011
Bean, David	50 Jason Street	2011

# LEGISLATIVE

## PRECINCT 9

Hallce, Jerome P.	47 Maynard Street	2013
Boltz, Barbara Ann	54 Medford, #510	2013
West, Paul A.	4 Winslow Street, #1303	2013
Marquis, Kenneth C.	54 Medford Street, #514	2013
Hcrlily, Robert E.	51 Maynard Street	2012
Ortwein, Nanci L.	135 Medford Street, #2	2012
Schlichtman, Paul	47 Mystic Street, #8C	2012
Watt, Gregory C.	26 Franklin Street	2012
Hallee, Pauline Y.	47 Maynard Street	2011
Lieberson, Patricia E.	5 Mystic Lake Drive	2011
Martin, Robert G. Jr.	4 Winslow Street, #412	2011
Ruderman, A. Michael	9 Alton Street	2011

## PRECINCT 10

Elberger, Susan A.	7 Plymouth Street	2013
Quinn, Michael J.	15 Shawnee Road	2013
Spengler, Mark N.	189 Jason Street	2013
Wren, Donna K.	75 Hillsdale Road	2013
Costa, Barbara M.	26 Woodland Street	2012
Klein, Christian MacQuarrie	54 Newport Street	2012
Ledwig, Dave	178 Newport Street	2012
Varoglu, Mustafa	26 Shawnee Road	2012
Curren, David B.	61 Hillsdale Road	2011
Howard, Jane L.	12 Woodland Street	2011
Howard, Peter B.	12 Woodland Street	2011
Shea, William E.	9 Lincoln Street	2011

## PRECINCT 11

Bilafer, MaryEllen	59 Cutter Hill Road	2013
Radochia, Robert J.	45 Columbia Road	2013
Sheehan, Daniel J.	23 Victoria Road	2013
Jenkins, Robert A.	6 Fairview Avenue	2012
O'Riordan, Steven H.	21 Oak Hill Drive	2012
Schoenthaler, Robin	4 Ivy Circle	2012
Wagner, Carl A.	30 Edgehill Road	2012
Caccavaro, Thomas Jr.	28 Ridge Street	2011
Greeley, Kevin F.	363 Mystic Street	2011
Greeley, Robert E.	38 Edgehill Road	2011
O'Neil, Barry R*.	254 Mystic Street	2011
Radochia, Joyce H.	45 Columbia Road	2011

## PRECINCT 12

Chaput, Roland E.	74 Grand View Road	2013
Jamieson, Gordon A., Jr.	163 Scituate Street	2013
Zeftel, Mona	11 Murray Street	2013
Dohan, Marc	43 Chester Street	2012
Jefferson, Robert J.	27 Park Circle	2012
Megson, Mary	24 Coolidge Road	2012
Thielman, Jeffrey D.	37 Coolidge Road	2012
Bielefeld, Lisa A.	132 Mt. Vernon Street	2011
Cayer, Michael J.	191 Newport Street	2011
Dumyahn, Tom	8 Fountain Road	2011
Rockmore, Marlene	18 Perkins Street	2011
Helmuth, Eric D.*	33 Grand View Road	2011

## PRECINCT 13

Deyst, John J., Jr.	26 Upland Road West	2013
Deyst, Mary A.	26 Upland Road West	2013
Doherty, James F.	11 Moccasin Path	2013
Sweeney, Nancy B.	10 Arrowhead Lane	2013
Bayer, Paul J.	15 Oldham Road	2012
Byrne, Steven M.	28 Upland Road	2012
Good, David F.	37 Tomahawk Road	2012
Sweeney, John H.	10 Arrowhead Lane	2012
Gilligan, Stephen J.	77 Falmouth Road	2011
Harrington, Maria N.	74 Columbia Road	2011
Healy, Michael T.	1 Hodge Road	2011
Krepelka, Marie A.	12 Mohawk Road	2011

## PRECINCT 14

Goldstein, Amy R.	29 Albermarle Street	2013
O'Day, Brendan, F.	48 Walnit Street	2013
Gresser, Tracy	6 Revere Street	2013
Greaser, William F.	6 Revere Street	2013
Bahamon, Guillermo E.	22 Oakland Avenue	2012
Jones, Alan H.	1 Lchigh Street	2012
Pachter, Adam E.	67 Quincy Street	2012
Tully, Joseph C.	329 Gray Street	2012
Hillis, Robert Glen	17 Mount Vernon Street	2011
Hooper, Gwenyth R.A.	1 School Street, #102	2011
Maher, John F.	990 Mass. Avenue, #44	2011
Mahon, Diane M.	23 Howard Street, #2	2011

## PRECINCT 15

Ciano, Frank J.	65 Woodside Lane	2013
Broadman, Janice D.	41 Pine Street	2013
LaCourt, Annie	48 Chatham Street	2013
Curro, Joseph A., Jr.	21 Millett Street	2012
Friedman, Beth Ann	10 Hazel Terrace	2012
McKenney, James H.	59 Epping Street	2012
Cutler, Barbara C.	7 Teresa Circle	2011
Fanning, Richard C.	57 Yerxa Road	2011
Lavalle, Brian E.	46 Oak Hill Drive	2011
Mara, Nancy A.	63 Epping Street	2011

## PRECINCT 16

Austin, Cheryl L.	175 Park Avenue	2013
Koch, Kevin P.	100 Florence Avenue	2013
Phelps, Judith Ann	77 Oakland Avenue	2013
Sandrelli, Donald A.	75 Florence Avenue	2013
Lewiton, Marvin	18 West Street	2012
McGann, Kevin D.	206 Wachusett Avenue	2012
Phelps, Richard S.	77 Oakland Avenue	2012
Reedy, Allen W.	153 Renfrew Street	2012
Garrity, Robert K.	275 Park Avenue	2011
O'Brien, Andrew E.	109 Hillside Avenue	2011
Oringer, Leslie A.	65 Hillside Avenue	2011
Kenney, William J., Jr.	28 Wilbur Avenue	2011



## PRECINCT 17

Banks, Thomas R.	65 Brattle Street, #1	2013
Buck, M. Sandra	28 Forest Street	2013
LeRoyer, Ann M.	12 Peirce Street	2013
Olszewski, Angela M.	1 Watermill Place, #428	2013
Leonard, John R.	26 Grove Street, #10	2012
Panzica, Christopher A.	19 Laurel Street	2012
Smith, Richard E.	38 Washington Street	2012
Sprague, Mary M.	29 Dudley Street	2012
Banks, Joan L.	65 Brattle Street, #1	2011
Burke, William K.	2 Old Colony Lane, #3	2011
Smith, Ann L.	38 Washington Street	2011
Fitzgerald, Ann V.	162 Summer Street, 1	2011

## PRECINCT 18

Ford, William J.	6 Mayflower Road	2013
Hadley, David E.	202 Sylvia Street	2013
Parsons, Carolyn M.	23 Brewster Road	2013
Kerins, Tom E.	9 Keats Road	2013
Heidell, Pamela A.	405 Appleton Street	2012
Horowitz, Gary P.	172 Charlton Street	2012
Robinson, David M.	95 Valentine Road	2012
Ronan, Mary I	1 Brewster Road	2012
Belskis, John V.	196 Wollaston Avenue	2011
Canniff, Shirley M.	71 Hathaway Circle	2011
Gallagher, Charles D.	16 Shelley Road	2011
Santore, Joseph J., Jr.	8 Browning Road	2011

## PRECINCT 19

Doherty, Leo F. Jr.	8 Gay Street	2013
O'Connor, James M.	63 Overlook Road	2013
Durocher, Michelle M.	65 Huntington Road	2013
Sweeney, Brian Patrick	35 Edmund Road	2013
Butler, Marc Aaron	19 Overlook Road	2012
Deshler, Christine P.	65 Huntington Road	2012
Hickman, John W.	63 Dothan Street	2012
Sampson, Richard	303 Forest Street	2012
Farrell, Daniel J.	38 Ronald Road	2011
Leary, Jeanne M.	425 Summer Street	2011
Murray, John R.	34 Thesda Street	2011
Trembly, Edward D.	76 Wright Street	2011

## PRECINCT 20

Carman, Dean E.	29 Kilsythe Road	2013
Loosian, Katherine Norian	39 Iverness Road	2013
Putnam, Thomas J.	27 Tanager Street	2013
McCrary, Hugh P.	36 Argyle Road	2013
Bloom, Raymond M.	90 Sylvia Street	2012
Marshall, Laurie A.	17 Old Colony Lane, #10	2012
Gormley, Maureen E.	1250 Massachusetts Ave.	2012
Streitfeld, Mark	22 Peck Avenue	2012
Fuller, Peter T.	7 Kilsythe Road	2011
Tosi, Robert L., Sr.	14 Inverness Road	2011
Tosi, Robert L., Jr.	4 Inverness Road	2011
Larkin, Maureen O'Connell	31 Iverness Road	2011

## PRECINCT 21

Dunn, Daniel J.	58 Alpine Street	2013
Doctrow, Susan R.	99 Westminster Avenue	2013
Malone, Michael P.	36 Evergreen Lane	2013
Mayer, Leslie A.	131 Crescent Hill Avenue	2013
Levy, David J.	7 Westmoreland Avenue	2012
McCabe, Harry P.	92 Madison Avenue	2012
Scott, Martha I.	90 Alpine Street	2012
Weber, Janice A.	29 Crescent Hill Avenue	2012
Elwell, Ralph E.	21 Montague Street	2011
Goebel, Jennifer S.	28 Sunset Road	2011
May, John W.	11 Colonial Village Dr., #1	2011
Phillips, Walter C.	2 Crescent Hill Avenue	2011

# LEGISLATIVE

## 2010 ANNUAL TOWN MEETING

Session	Date	Total Town Meeting Members	Members Present	Attendance
1	April 26, 2010	248	202	81%
2	April 28, 2010	251	201	80%
3	May 3, 2010	250	194	78%
4	May 5, 2010	250	192	77%
5	May 10, 2010	250	192	77%
6	May 12, 2010	249	192	77%
7	May 17, 2010	249	192	77%
8	May 19, 2010	249	193	78%
9	May 24, 2010	249	186	75%
10	May 26, 2010	249	163	65%

### Articles & Actions APRIL 26, 2010 – May 26, 2010

ARTICLE	ACTION	DATE
* 2 STATE OF THE TOWN ADDRESS	VOTED:UNANIMOUSLY	04/26/10
* 3 REPORTS OF COMMITTEES	VOTED:RECEIVED	04/26/10
* 4 APPOINTMENT OF MEASURERS OF WOOD AND BARK	VOTED:UNANIMOUSLY	04/26/10
* 5 ELECTION OF ASSISTANT MODERATOR	VOTED:QUORUM PRESENT	04/28/10
6 ZONING BYLAW AMENDMENT/ VARIANCE APPLICATION REVIEW	VOTED:QUORUM PRESENT NO ACTION	04/26/1
* 7 ZONING BYLAW AMENDMENT/ BRACKETT SIGNS	VOTED:STANDING VOTE AFFIRMATIVE - 162 NEGATIVE - 21	04/26/10
* 8 ZONING BYLAW AMENDMENT/ RESEARCH AND DEVELOPMENT DEFINITION	VOTED:STANDING VOTE AFFIRMATIVE - 178 NEGATIVE - 5	04/26/10
* 9 ZONING BYLAW AMENDMENT/ ALLOW GROUND-MOUNTED SOLAR PHOTOVOLTAIC	VOTED:UNANIMOUSLY (QUORUM PRESENT MORE THAN 85 TMM PRESENT & VOTING)	04/26/10
* 10 ZONING BYLAW AMENDMENT/ FENCING USED AS SCREENING	VOTED:STANDING VOTE AFFIRMATIVE - 142 NEGATIVE – 10	04/26/10
* 11 ZONING BYLAW AMENDMENT/ ILLUMINATION FOR SIGNS	VOTED:STANDING VOTE AFFIRMATIVE - 159 NEGATIVE – 2	05/24/10
* 12 ZONING BYLAW AMENDMENT/ ZONING BOARD OF APPEALS	VOTED:STANDING VOTE AFFIRMATIVE - 147 NEGATIVE – 4	04/26/10



# LEGISLATIVE

ARTICLE		ACTION	DATE
* 13	RESOLUTION/MEDICAL OFFICE BUILDING SYMMES	VOTED:QUORUM PRESENT	05/05/10
* 14	LOCAL ACCEPTANCE/STRETCH ENERGY CODE	VOTED:AFFIRMATIVE	04/28/10
* 15	BYLAW AMENDMENT/NUISANCE FIRE ALARMS	VOTED:AFFIRMATIVE	04/28/10
* 16	BYLAW AMENDMENT/PUBLIC CONSUMPTION OF MARIHUANA	VOTED:AFFIRMATIVE	04/28/10-
17	BYLAW AMENDMENT/DOOR TO DOOR SOLICITORS	VOTED:AFFIRMATIVE NO ACTION	04/28/10
* 18	BYLAW AMENDMENT/JUNK DEALERS AND COLLECTORS	VOTED:AFFIRMATIVE	05/05/10
* 19	BYLAW AMENDMENT/REMOVAL OF PAINT	VOTED:AFFIRMATIVE	04/28/10
* 20	PAY-AS-YOU-THROW TRASH COLLECTION PROGRAM	VOTED:STANDING VOTE AFFIRMATIVE – 98 NEGATIVE - 50	05/10/10
* 21	HOME RULE LEGISLATION/SENIOR CITIZEN SAFETY ZONES	VOTED:STANDING VOTE AFFIRMATIVE – 143 NEGATIVE - 14	04/28/10
22	HOME RULE LEGISLATION/ADDITIONAL LICENSES FOR THE SALE OF ALCOHOLIC BEVERAGES NOT TO BE DRUNK ON THE PREMISES	VOTED:NEGATIVE	05/03/10
23	HOME RULE LEGISLATION/NOELAN CORBETT	VOTED:NEGATIVE	05/03/10
24	HOME RULE LEGISLATION/TAX CHECK-OFF PROGRAM: DONATION TO THE COUNCIL ON AGING TRANSPORTATION FUND	VOTED:NO ACTION	05/12/10
25	HOME RULE LEGISLATION/BANNING TEXTING WHILE DRIVING	VOTED:NO ACTION	05/03/10
26	HOME RULE LEGISLATION/DOUBLE POLE REGULATIONS AND ENFORCEMENT	VOTED: NO ACTION	05/03/10
* 27	HOME RULE LEGISLATION/GROUP INSURANCE COMMISSION	VOTED:STANDING VOTE AFFIRMATIVE – 126 NEGATIVE - 37	05/24/10

# LEGISLATIVE

ARTICLE		ACTION	DATE
28	ACCEPTANCE OF LEGISLATION/ PENSION LIABILITY FUNDING	VOTED:NO ACTION	05/26/10
* 29	TRANSFER OF REAL ESTATE/ CROSBY SCHOOL	VOTED:STANDING VOTE AFFIRMATIVE – 155 NEGATIVE - 6	05/12/10
* 30	TRANSFER OF REAL ESTATE/ PARMENTER SCHOOL	VOTED:STANDING VOTE AFFIRMATIVE – 153 NEGATIVE - 4	05/12/10
* 31	DISPOSITION OF REAL ESTATE/ CROSBY SCHOOL	VOTED:QUORUM PRESENT	05/12/10
* 32	DISPOSITION OF REAL ESTATE/ PARMENTER SCHOOL	VOTED:QUORUM PRESENT	05/12/10
* 33	ACCEPTANCE OF LEGISLATION/ CONSOLIDATION OF TOWN AND SCHOOL ADMINISTRATIVE FUNCTIONS	VOTED:QUORUM PRESENT	05/12/10
* 34	VOTE/CONSOLIDATION OF TOWN AND SCHOOL ADMINISTRATIVE FUNCTIONS	VOTED:QUORUM PRESENT	05/12/10
35	BYLAW AMENDMENT/MUNICIPAL CONFLICT-OF-INTEREST STANDARDS	VOTED:NO ACTION	05/03/10
* 36	BYLAW AMENDMENT/CANINE CONTROL	VOTED:STANDING VOTE AFFIRMATIVE - 78 NEGATIVE - 70	05/12/10
37	BYLAW AMENDMENT/ COMPENSATION OF SELECTMEN	VOTED:NO ACTION	05/05/10
* 38	BYLAW AMENDMENT/ELECTRONIC PEST CONTROL DEVICES	VOTED:STANDING VOTE AFFIRMATIVE – 102 NEGATIVE - 78	05/05/10
39	BYLAW AMENDMENT/TOWN MEETING WARRANT ARTICLES	VOTED:NO ACTION	05/05/10
40	BYLAW AMENDMENT/FIELD LIGHTS TIMING	VOTED:UNANIMOUSLY NO ACTION	05/05/10
41	BYLAW AMENDMENT/SOUND AMPLIFICATION SYSTEMS	VOTED UNANIMOUSLY NO ACTION	05/05/10
42	BYLAW AMENDMENT/FIELD CLOSING TIMES	VOTED:UNANIMOUSLY NO ACTION	05/05/10
43	BYLAW AMENDMENT/FIELD LIGHT CONFIGURATION	VOTED:UNANIMOUSLY NO ACTION	05/05/10



# LEGISLATIVE

	ARTICLE	ACTION	DATE
44	BYLAW AMENDMENT/LIMIT NIGHT BASEBALL GAMES	VOTED:UNANIMOUSLY NO ACTION	05/05/10
* 45	REVOLVING FUNDS	VOTED:AFFIRMATIVE	05/05/10
* 46	ENDORSEMENT OF CDBG APPLICATION	VOTED:AFFIRMATIVE	05/05/10
* 47	COLLECTIVE BARGAINING	VOTED:AFFIRMATIVE	05/05/10
48	FUNDING FUTURE COLLECTIVE BARGAINING	VOTED:UNANIMOUSLY NO ACTION	05/05/10
49	SALARY ADJUSTMENT/ELECTED OFFICIALS	VOTED:AFFIRMATIVE NO ACTION	05/05/10
* 50	POSITIONS RECLASSIFICATION	VOTED:AFFIRMATIVE	05/05/10
* 51	AMEND PERSONNEL BY-LAW/ VACATION TIME	VOTED:AFFIRMATIVE (QUORUM PRESENT -	05/05/10
* 52	APPROPRIATION/TOWN BUDGET	VOTED:AFFIRMATIVE	05/19/10
* 53	CAPITAL BUDGET	VOTED:STANDING VOTE AFFIRMATIVE – 155 NEGATIVE - 1	05/10/10
* 54	RESCIND BORROWING AUTHORIZATIONS FROM PRIOR YEARS	VOTED:UNANIMOUSLY	05/10/10
* 55	APPROPRIATION/FINANCING OF CONSTRUCTION OR RECONSTRUCTION OF SEWERS AND SEWERAGE FACILITIES	VOTED:UNANIMOUSLY (QUORUM PRESENT - MORE THAN 85 TMM PRESENT AND VOTING)	05/24/10
* 56	APPROPRIATION/FINANCING OF CONSTRUCTION OR RECONSTRUCTION OF WATER MAINS AND WATER FACILITIES	VOTED:UNANIMOUSLY (QUORUM PRESENT - MORE THAN 85 TMM PRESENT AND VOTING)	05/24/10
* 57	APPROPRIATION/MINUTEMAN REGIONAL VOCATIONAL TECHNICAL HIGH SCHOOL	VOTED:UNANIMOUSLY	05/24/10
* 58	MINUTEMAN REGIONAL VOCATIONAL TECHNICAL SCHOOL BOND AUTHORIZATION FOR FEASIBILITY STUDY	VOTED:UNANIMOUSLY	05/24/10
* 59	APPROPRIATION/COMMITTEES AND COMMISSIONS	VOTED:UNANIMOUSLY	05/26/10

# LEGISLATIVE

ARTICLE	ACTION	DATE
* 60	APPROPRATION/TOWN CELEBRATIONS, ETC. VOTED:UNANIMOUSLY	05/26/10
* 61	APPROPRIATIONS/MISCELLANEOUS VOTED:QUORUM PRESENT	05/26/10
62	SCHOLARSHIP FUND EXPENSES VOTED:UNANIMOUSLY NO ACTION	05/26/10
* 63	APPROPRIATION/PENSION ADJUSTMENT FOR FORMER TWENTY-FIVE YEAR/ACCIDENTAL DISABILITY EMPLOYEES VOTED:UNANIMOUSLY	05/26/10
* 64	APPROPRIATION/TAKINGS-SAFE ROUTES TO SCHOOL – DALLIN SCHOOL ARE SIDEWALKS VOTED:UNANIMOUSLY STANDING VOTE AFFIRMATIVE - 140 NEGATIVE - 0	05/26/10
65	APPROPRIATION/TO CONTINUE THE COUNCIL ON AGING'S HARRY BARBER COMMUNITY SERVICE PROGRAM VOTED:UNANIMOUSLY NO ACTION	05/26/10
66	APPROPRIATION/ANNUAL SHARE OF MINUTEMAN SENIOR SERVICES VOTED:UNANIMOUSLY NO ACTION	05/26/10
* 67	APPROPRIATION/SOCIAL WORKER II VOTED:UNANIMOUSLY	05/26/10
68	APPROPRIATION/TRANSFER TRAFFIC SUPERVISORS VOTED:DEFEATED NO ACTION	05/26/10
* 69	APPROPRIATION/ARLINGTON'S WATER BODIES FUND VOTED:AFFIRMATIVE	05/26/10
* 70	APPROPRIATION/UNCLE SAM MARKET STUDY AND PROMOTION VOTED:STANDING VOTE AFFIRMATIVE – 75 NEGATIVE - 45	05/26/10
71	APPROPRIATION/RESTORATION OF TREES VOTED:AFFIRMATIVE NO ACTION	05/26/10
72	LOCAL OPTION TAXES VOTED:UNANIMOUSLY NO ACTION	05/26/10
* 73	APPROPRIATION/OTHER POST EMPLOYMENT BENEFITS (OPEB) TRUST FUND VOTED:QUORUM PRESENT	05/26/10
* 74	APPROPRIATION/TIP FEE STABILIZATION FUND VOTED:STANDING VOTE AFFIRMATIVE – 127 NEGATIVE - 1	05/26/10
* 75	TRANSFER OF FUNDS/CEMETERY VOTED:QUORUM PRESENT	05/26/10
* 76	APPROPRIATION/OVERLAY RESERVE VOTED:UNANIMOUSLY	05/26/10



# LEGISLATIVE

## ARTICLE

\* 77 APPROPRIATION/STABILIZATION  
FUND

## ACTION

VOTED:STANDING VOTE  
AFFIRMATIVE – 127  
NEGATIVE - 1

## DATE

05/26/10

\* 78 USE OF FREE CASH

VOTED:QUORUM PRESENT

05/26/10

## RESOLUTION

WHEREAS: Racism hurts everyone and has had a profound effect on children and adults, our communities, and our institutions; and

WHEREAS: The history of the United States contains examples of events that have shaped current attitudes and actions supported by the power of law, institutional structures, and culture; and

WHEREAS: Examples include events such as the enslavement of Africans, the dispossession of Native American and Mexican from their lands, the exclusion of Asians from immigration and citizenship; and

WHEREAS: Race and the legacy of discrimination continue to affect our lives, whether in our everyday interactions with others at work, school, or in our neighborhoods and communities; and

WHEREAS: Racism can take many different forms, including, but not limited, discrimination; personal attacks of any kind, including violence; written or verbal threats or insults; or damage to property, including graffiti; and

WHEREAS: Our views and beliefs develop as we grow up; if a child or young person grows up within a family that engages in racist acts, or has friends who display racist behavior, they may believe that racism is normal and acceptable; and

WHEREAS: In 2009, more than 300 organizations participated in the STAND AGAINST RACISM movement, initiated by YWCA, in New Jersey, New York, and Connecticut; and

WHEREAS: The STAND AGAINST RACISM movement is being launched nationwide in 2010 with a projected 2,000 participating sites; and

WHEREAS: The Town of Arlington has formed a STAND AGAINST RACISM site to participate in this movement; and

WHEREAS: The Town of Arlington STAND AGAINST RACISM site has planned appropriate events, including a film being shown Friday evening, April 30, in the Arlington High School Auditorium, a Community Rally Saturday, May 1, from 11:00 a.m. to 1:00 p.m., and a Community Conversation about Race Sunday evening, May 2, at First Parish Unitarian Universalist Church Community Room; and

WHEREAS: Various organizations in and near Arlington, including the Arlington Human Rights Commission, Arlington's METCO Program, MLK Jr. Celebration Committee, Temple Shir Tikvah Winchester, Park Avenue Congregational Church, Vision 2020 Standing Committee and Diversity Task Group, Cavalry United Methodist Church, the Arlington Democratic Town Committee, and Temple Isaiah Lexington, are co-sponsoring Arlington's STAND AGAINST RACISM events.

NOW, THEREFORE, BE IT RESOLVED that the Arlington Town Meeting endorses and supports the STAND AGAINST RACISM movement and Arlington's STAND AGAINST RACISM events, and encourages all residents of Arlington and communities nearby to attend these events, and to sign a Pledge Against Racism stating "As an individual committed to social justice, I STAND AGAINST RACISM and discrimination of any kind. I commit to a lifetime of promoting peace, justice, freedom, and dignity for all people in my community and in the World.

A true copy of the vote on the Resolution offered at the 2010 Annual Town Meeting of the Town of Arlington by Richard E. Smith, Town Meeting Member, Precinct 17, at the session held on April 26, 2010.

## RESOLUTION

WHEREAS: Margaret S. Nicholl, a former member of this Town Meeting died on April 22, 2010, and

WHEREAS: Mrs. Nicholl served in Town Meeting for 17 years, and served the Town Meeting not only as a representative from Precinct 8, but on the Town Government Study Committee and the Town Meeting Procedures Committee, and

WHEREAS: Mrs. Nicholl also served on the Selectmen's Transportation Advisory Committee, the Board of Public Welfare, and the Town Government Task Force of the Citizens' Involvement Committee, and

WHEREAS: Mrs. Nicholl was active and took a leadership role in many local civic and charitable organizations,

NOW THEREFORE BE IT RESOLVED: That the Town Meeting expresses its gratitude and appreciation for Mrs. Nicholl's long record of devoted service to the political and civic life of the Town of Arlington, and

That a copy of this resolution be spread upon the records of the Meeting, and

That a copy thereof be transmitted to members of Mrs. Nicholl's family.

A true copy of the vote on the Resolution offered at the 2010 Annual Town Meeting of the Town of Arlington by John L. Worden, III, Town Meeting Member, Precinct 8, at the session held on May 3, 2010.

## SPECIAL TOWN MEETING MAY 10, 2010

Session	Date	Total Town Meeting Members	Members Present	Percentage
* 1	MAY 10, 2010	250	192	77%

AVERAGE 77%

\* DISSOLVED – 9:10 P.M.

ARTICLE			ACTION	DATE
1	REPORTS OF COMMITTEES	VOTED:	RECEIVED	05/10/10
* 2	ZONING BYLAW AMENDMENT/ FEMA FLOODMAP ADOPTION	VOTED:	UNANIMOUSLY	05/10/10
3	APPROPRIATION/TOWN BUDGETS AND TRANSFERS	VOTED:	UNANIMOUSLY NO ACTION	05/10/10
* 4	CAPITAL BUDGET/FIRE STATIONS	VOTED:	UNANIMOUSLY (QUORUM PRESENT – MORE THAN 85 TMM PRESENT AND VOTING)	05/10/10
* 5	CAPITAL BUDGET/COMMUNITY SAFETY BUILDING	VOTED:	UNANIMOUSLY (QUORUM PRESENT – MORE THAN 85 TMM PRESENT AND VOTING)	05/10/10



**SPECIAL TOWN MEETING  
MONDAY, NOVEMBER 15, 2010**

Session	Date	Town Meeting Member Total	Members Present	Percentage
* 1	NOVEMBER 15, 2010	247	196	80%

AVERAGE 80%

\* DISSOLVED – 10:05 P.M.

ARTICLE		ACTION	DATE
1	REPORTS OF BOARDS AND COMMITTEES	VOTED:RECEIVED	11/15/10
* 2	AMENDMENTS TO FY2011 BUDGETS	VOTED:STANDING VOTE AFFIRMATIVE – 155 NEGATIVE – 3 (QUORUM PRESENT – MORE THAN 85 TMM PRESENT & VOTING)	11/15/10
* 3	CONTINGENT TRANSFER OF REAL ESTATE/THOMPSON SCHOOL AND NORTH UNION STREET PLAYGROUND	VOTED:POSITIVE (QUORUM PRESENT)	11/15/10
* 4	CAPITAL BUDGET/STRATTON SCHOOL	VOTED:STANDING VOTE AFFIRMATIVE – 161 NEGATIVE - 0	11/15/10
5	HOME RULE LEGISLATION/ GROUP INSURANCE COMMISSION	VOTED:NO ACTION (QUORUM PRESENT)	11/15/10
6	APPROPRIATION/TRANSFER OF FUNDS FY2011 APPROPRIATION	VOTED:UNANIMOUSLY NO ACTION	11/15/10

PROCLAMATION – RE: STRATTON ELEMENTARY SCHOOL – ADOPTED (QUORUM PRESENT)  
NOVEMBER 15, 2010

## PROCLAMATION

WHEREAS: The M. Norcross Stratton Elementary School has educated generations of Arlingtonians since 1962; and

WHEREAS: The Stratton Elementary School has a long, proud and continuing history of hosting and being enriched by students from throughout Arlington; and

WHEREAS: The students of the Stratton Elementary School exhibit on a daily basis the qualities of Stratton P.R.I.D.E. (Perseverance, Respect & Responsibility, Independence, Dedication, Empowerment); and

WHEREAS: The teachers and staff of the Stratton Elementary School have demonstrated high attributes of teamwork and dedication to children; and

WHEREAS: The extended Stratton School family has shown a deep commitment to community in ways large and small; and

WHEREAS: The Stratton School numbers among four Arlington schools to receive the honored designation as a Commendation School by the Department of Elementary and Secondary Education for high growth in student achievement; and

WHEREAS: The Stratton Elementary School has been awarded by the United States Department of Education the coveted status of a 2010 National Blue Ribbon School for high performance and student achievement; and

WHEREAS: This rare Blue Ribbon designation is shared by only five public elementary schools in Massachusetts and 304 school nationwide.

NOW, THEREFORE, BE IT RESOLVED, that the Arlington Board of Selectmen, the Arlington School Committee, and the Arlington Town Meeting do hereby join in congratulating the staff, students, and families of the M. Norcross Stratton Elementary School for the honor which they have brought to themselves and to our town;

AND BE IT FURTHER RESOLVED, that all Arlingtonians are encouraged to recognize the achievement of Arlington's students as the Stratton School proudly raises the National Blue Ribbon School banner on November 19th and that this day shall be declared Stratton National Blue Ribbon School Day.



## TOWN CLERK

The following annual report of the Town Clerk for the year ending December 31, 2010 is herewith submitted in accordance with Section 3 of Article 3, Title I of the Town By-Laws. During 2010, the Annual Election of Town Officers, the Annual Town Meeting, two Special Town Meetings, the State Primary and the State Election were prepared for, and conducted by, the Town Clerk's Office.

The Town has twenty-one AccuVote machines, one for each precinct, and a main counting system located in the Town Clerk's Office. This system consists of paper ballots to be marked by the voters and inserted into the AccuVote machines, which automatically tally the votes appearing on the paper ballots. When the polls close, the precinct totals are immediately printed at the precinct, posted, announced and then transferred to the Town Clerk's Office on a memory card, where the precinct totals are accumulated by entering the memory cards into the main counting system. Finally, the complete official Town results are printed and announced.

Town Meeting Members whose terms were to expire at the Annual Town Election were notified of that fact and of the provision of law which allows them to become candidates for re-election by giving written notice thereof to the Town Clerk. Nomination papers were issued to candidates for Town offices including Town Meeting Members, and after being certified by the Registrars of Voters were filed with the Town Clerk. A meeting was held by the Registrars of Voters, as required by law, to draw names for position on the official ballot for the Annual Town Election.

Candidates for Town offices, except Town Meeting Members, were notified of the requirements of the law regarding the filing of periodic statements of campaign receipts and expenditures with the Town Clerk's Office. Incumbents and candidates for election during the previous year, who had campaign finance activity, a balance and/or liability were also notified of the requirements of filing annual reports.

Upon application, absentee ballots were issued for the Annual Town Election, State Primary and the State Election. Applications for absentee ballots were automatically sent to all persons who had filed physicians' certificates of permanent physical disability, as required by law. Many residents took advantage of the provision of law which allowed them to vote in person in the Town Clerk's Office prior to the elections if they were to be out of town or otherwise unavailable to vote in person at the polls on the day of the elections. A total of 2,545 absentee ballots were issued in 2010. (Annual Town Election: 628, State Primary: 473, and State Election: 1,444).

The Annual Town Meeting began on April 26th and continued for ten sessions, dissolving on May 26th. A total of seventy-eight warrant articles were acted upon.

The first article of the Annual Town Meeting is the Annual Town Election. Meetings were held prior to the Annual Town Meeting to fill vacancies in the Town Meeting membership (caused by resignation, removal from Town, or death) until the next Annual Town Election. The first Special Town Meeting began on May 10th and continued for one session, dissolving the same night. A total of five warrant articles were acted upon. The second Special Town Meeting began on November 15<sup>th</sup> and continued for one session, dissolving the same night. A total of six warrant articles were acted upon.

Certificates of all appropriations voted at all Town Meetings and the provisions for meeting them were sent to the Board of Assessors and the Comptroller, as required by law. Certified copies of all votes authorizing indebtedness were sent to the Director of Accounts. The Secretary of the Commonwealth was notified of the acceptance by the Town Meeting of any provisions of the General Laws. In addition, certified copies of all votes passed at all town meetings were sent to the departments affected.

All the amendments to the Town By-Laws and Zoning Bylaws as voted at the Annual Town Meeting were submitted to the Attorney General and were approved within the statutory period provided. They were then advertised for two successive weeks in the local newspaper, as required by law, following which they took effect.

A summary of the Annual Town Meeting appears in the Legislative section of this Annual Report. A complete record of the actions taken is contained in the Records of Elections and Town Meetings in the Town Clerk's Office as well as online at [www.arlingtonma.gov/elections](http://www.arlingtonma.gov/elections).

Births, deaths and marriages were recorded and copies forwarded to the Secretary of the Commonwealth monthly. Certified copies of these vital statistics and all other documents recorded in the Town Clerk's Office were made available upon request.

A total of 1,628 dogs were licensed and 237 sporting (conservation) licenses were issued by the Town Clerk's Office. Certain licenses granted by the Board of Selectmen were issued. Raffle and bazaar permits and gasoline permit renewals were issued, financing statements, utility pole locations, cemetery deeds, and business certificates were recorded. Decisions of the Zoning Board of Appeals, decisions on requests for Special Permits from the Redevelopment Board and Amendments to the Traffic Rules and Orders were also placed on file in this office.

The Department of Revenue was notified of all licenses and permits issued and business certificates filed. Street permit, drainlayer, blasting, and other surety bonds covering contractors were also placed on file in this office. Oaths of office were administered to all elected or appointed Town officials and each was

# TOWN CLERK & ELECTIONS

Fees Collected			
	2010	2009	2008
Marriage Intentions	\$6,600	\$6,870	\$5,875.00
Miscellaneous Certificates	\$35,260	\$35,535	\$36,090
Renewal of Gasoline Permits	\$2,851	\$1,770	\$1,345
Miscellaneous Books/Fees	\$420	\$563	\$565
Miscellaneous Violations	\$2,805	\$3,705	\$2,595
Duplicate Dog Tags	\$36	\$34	\$62
Miscellaneous Licenses	\$1,670	\$1,510	\$600
Dog Licenses	\$24,290	\$15,222	\$14,085
Conservation Licenses	\$5,363	\$5,383	\$5,397
Municipal Town Fees	\$187	\$186	\$194
<b>TOTAL</b>	<b>\$107,853</b>	<b>\$70,778</b>	<b>\$66,808</b>
Fees to Division of Fisheries & Wildlife	\$5,266	\$5,313	\$5,298

given copies of excerpts from the Open Meeting Law and the Conflict of Interest Law. Notices of meetings of all boards, committees or commissions were publicly posted upon receipt, as required by the Open Meeting Law. Town officials and departments were notified of all Legislative Acts affecting them.

Fines were collected for citations issued under Section 21D of Chapter 40, General Laws, for violations of the Town By-Laws. Citations for persons who did not pay the penalties within the required time (twenty-one days) were referred to the Clerk of the District Court of Middlesex for further action.

Your attention is directed to the following vital statistics of the Town, which are recorded at this time. It should be noted; however, that the summaries of births and deaths are incomplete, as records pertaining to Arlington residents are still being received by our office from the cities and towns where these events occurred.

Vital Statistics			
	2010	2009	2008
Births	573	579	574
Deaths	361	344	365
Marriages	218	231	222

## REGISTRARS OF VOTERS

As mandated by law, a combined Annual Town and School Census was conducted during the months of January and February. The census was conducted entirely by mail, with computer preprinted forms sent to each household in Arlington requesting that information contained therein be confirmed or corrected. The census forms contained the names of all persons residing in Arlington. Once returned to the Registrars' Office, all census and voter information was entered and continu-

ally updated in the Town's computer base by the Registrars' Office. A list of persons from birth to twenty-one years of age was transmitted to the School Committee.

The Jury Commissioner obtained juror information directly from the Massachusetts Voter Registration Information System from data entered into the system by this office. The Annual True List of Persons, seventeen years of age and over, was published as required by law. In accordance with the True List information that had been presented, notices were sent by first-class mail, as required by law, to persons whose names were to be removed from the voting list because they had not been reported as residing in Arlington on January 1, 2010. Those who proved residence were reinstated. The total number of registered voters upon completion of the annual revision of the voting list was 30,010. The following number of voters in the three political parties are as follows: 14,541 enrolled Democrats, 2,282 enrolled Republicans, and 13,045 unenrolled voters. Voters who enroll in a political designation may not vote in any state or presidential primary. Cards were mailed to voters acknowledging receipt of change or cancellation of political party enrollments received during the year by this office.

Registered Voters in Arlington			
	2010	2009	2008
Total Registered Voters	30,010	29,887	28,676
Democrats	14,541	14,510	14,123
Unenrolled (Independent)	13,045	12,959	11,964
Republican	2,282	2,275	2,419

Throughout the year, daily sessions for registration of voters were held during regular business hours in the Office of the Town Clerk. Special sessions were also held until 8:00 p.m. on the last day to register vot-



# TOWN CLERK & ELECTIONS

ers for the Annual Town Election and State Primary and State Election.

Mail-in voter registrations have eliminated the requirement that special evening and Saturday sessions for the registration of voters be held except for the final day prior to the deadline for registration for primaries and elections. Special forms for mail-in voter registration were made available at various locations throughout Arlington and all other cities and towns in the State.

In addition, persons were allowed to fill out voter registration affidavits at public offices throughout Massachusetts, such as the Registry of Motor Vehicles, Social Security, Welfare, Medicaid, Food Stamps, Military Recruitment Offices and other State and Federal departmental offices. These affidavits were forwarded through the computer or by mail to the Registrars of Voters or Election Commissioners of the voters' places of residence. As required by law, acknowledgment forms were sent to persons who registered to vote at special locations, or mailed in registration affidavits, notifying them of their precincts and voting places.

The Board certified voter signatures appearing on nomination papers filed by, or on behalf of candidates seeking offices at the Annual Town Election, State Primary and State Election. Also certified are petitions for articles to be inserted in the warrant for the 2010 Annual Town Meeting and applications for absentee ballots for the Annual Town Election. After nomination papers

for the Annual Town Election had been certified by the Registrars of Voters and filed with the Town Clerk, the Registrars of Voters held a meeting to draw names for the order of position on the official ballot for the election, as required by law.

During the year, the information contained on approximately 20,000 census forms of residents of the Town on January 1 was transferred to their individual master cards. These cards provide a complete official record of residence for all persons seventeen years of age or older from the time they first become residents of the Town. From such information, certificates of residence are issued daily to establish eligibility for attendance at state and regional schools, colleges and universities, receipt of old age assistance, veterans' services, social security, employment in state or federal civil service, and for many other purposes. In addition, Registered Voters' Certificates were issued throughout the year from the Board's records for identification purposes and for proof of citizenship.

During the Annual Town Election, the Registrars of Voters were in session throughout the entire time the polls were open to assist voters who had questions relating to registration, name and/or address changes, precincts, polling places, and other problems arising during that time. After the polls closed, the Registrars assisted in the tabulation of the ballots until the final results were announced.



# TOWN CLERK & ELECTIONS

## ARLINGTON ANNUAL TOWN ELECTION, APRIL 10, 2010

**Total Ballots Cast – 6,068**  
**20% of total number of registered voters – 29,703**

Precinct	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	Total
Total Ballots Cast	169	301	239	227	198	261	245	403	323	358	373	398	393	223	389	358	110	291	343	233	233	6068

### Moderator for Three Years (1)

Precinct	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	Total
*John D. Leone	134	220	170	160	151	181	165	304	250	274	298	294	300	167	298	267	93	217	261	177	174	4555
Others	0	2	0	3	3	5	3	1	2	3	0	1	3	0	8	1	0	0	3	0	3	41
Blanks	35	79	69	64	44	75	77	98	71	81	75	103	90	56	83	90	17	74	79	56	56	1472

### Selectmen for Three Years (1)

Precinct	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	Total
Maria A. Romano	80	128	86	102	90	152	131	125	130	85	123	102	181	75	141	106	50	133	146	69	78	2313
Nathan Bosdet	6	8	6	18	9	8	6	31	14	30	14	29	19	13	32	30	6	12	37	21	17	366
*Kevin F. Greeley	81	157	144	106	97	98	102	229	173	224	226	257	187	128	204	209	52	138	158	128	134	3232
Others	0	0	1	0	0	1	0	1	0	3	1	1	1	2	0	2	0	1	1	0	1	16
Blanks	2	8	2	1	2	2	6	17	6	16	9	9	5	5	12	11	2	7	1	15	13	141

### Assessor for Three Years (1)

Precinct	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	Total
*James A. Doherty	115	197	151	144	127	166	124	233	223	235	271	256	269	140	265	239	82	190	235	163	153	3978
Others	4	1	2	2	3	5	4	2	1	2	2	2	4	3	6	0	1	1	2	1	2	50
Blanks	50	103	86	81	68	90	117	168	99	121	100	140	120	80	118	119	27	100	106	69	78	2040

### School Committee for Three Years (2)

Precinct	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	Total
*Kirsi C. Allison-Ampe	83	127	123	97	94	111	119	267	150	231	179	243	174	133	229	232	69	152	191	131	122	3257
*Judson L. Pierce	67	110	129	75	90	101	92	249	128	224	249	250	170	121	199	185	52	136	163	92	106	2988
Teresa R. Bottoni	49	83	56	50	52	70	56	37	108	54	83	70	135	38	97	76	22	84	93	51	58	1422
Kirt W. Fusaris	41	96	64	85	42	78	58	112	94	89	80	110	93	74	100	110	37	87	94	66	82	1692
Others	1	4	3	3	2	3	3	1	1	2	1	1	8	11	3	0	0	5	8	3	0	63
Blanks	97	182	103	144	116	159	162	140	165	116	154	122	206	69	150	113	40	118	137	123	98	2714

### Arlington Housing Authority for Five Years (1)

Precinct	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	Total
*Teresa Walsh	123	193	156	150	133	164	145	241	226	251	269	252	269	148	266	246	86	193	243	167	161	4082
Others	0	0	0	1	3	4	3	0	3	0	0	1	4	0	3	0	0	0	2	2	0	26
Blanks	46	108	83	76	62	93	97	162	94	107	104	145	120	75	120	112	24	98	98	64	72	1960



# TOWN CLERK & ELECTIONS

## TOWN MEETING MEMBERS

### PRECINCT ONE (4) THREE YEARS

*Marion E. King, 122 Decatur Street	113
*Stuart P. Cleinman, 113 Sunnyside Avenue	110
*Mary E. McCartney, 35 Michael Street	106
Others	38
Blanks	309

### PRECINCT TWO (4) THREE YEARS

*Pamela J. Meister, 19 Village Lane	157
*Stephen DeCoursey, 7 Cheswick Road	187
*Augustine R. Cella, 99 Spy Pond Parkway	186
*William A. Carey, Jr. 155 Lake Street	189
Others	2
Blanks	483

### PRECINCT THREE (4) THREE YEARS

*William F. Hayward, 68 Cleveland Street	137
*Allen K. Petersen, 107 Grafton Street	126
*Dennis M. Corbett, 19 Winter Street	133
Others	43
Blanks	517

### PRECINCT FOUR (4) THREE YEARS

*John J. Costa, Jr, 82 Milton Street	138
*Melissa A. Noviello, 30 Edgerton Road	143
*Megan L. Rising, 54 Melrose Street	134
Others	55
Blanks	438

### PRECINCT FIVE (4) THREE YEARS

*Jennifer R. Susse, 70 Webster Street	120
*Abigail DuBois, 83 Park Street	89
*Scott B. Smith, 39 Amherst Street	107
*Emily Goodfader, 25 Bowdoin Street	77
Zachary P. Grunko	73
Others	5
Blanks	321

### PRECINCT SIX (4) THREE YEARS

*Andrew S. Fischer, 25 Lombard Road	168
*Clarissa Rowe, 137 Herbert Road	153
Others	16
Blanks	707

### PRECINCT SIX (1) TWO YEARS (to fill vacancy)

Others	19
Blanks	242

### PRECINCT SIX (2) ONE YEAR (to fill vacancy)

*Jill A. Snyder, 276 Mass. Avenue #305	160
Others	7
Blanks	355

### PRECINCT SEVEN (4) THREE YEARS

James Leonard Dolan	83
*Christopher P. Loreti, 56 Adams Street	90
*Thomas J. Robertson, 83 Harlow Street	99
*Angela A. Alton, 91 Harlow Street	115
*Joseph M. Connors, 78 Bates Road	113
Others	1
Blanks	479

### PRECINCT SEVEN (1) TWO YEARS (to fill vacancy)

*Laura J. Nastasi, 25 Bates Road	100
Todd B. Bearson	92
Others	0
Blanks	53

### PRECINCT EIGHT (4) THREE YEARS

*Brian B. Rehrig, 28 Academy Street	261
*Cindy F. Friedman, 130 Jason Street	275
*John L. Worden, III, 27 Jason Street	255
*Charles T. Foskett, 101 Brantwood Road	262
Others	23
Blanks	536

### PRECINCT NINE (4) THREE YEARS

*Kenneth C. Marquis, 54 Medford Street #514	138
*Barbara Ann Boltz, 54 Medford Street #510	182
*Jerome P. Hallee, 47 Maynard Street	152
*Paul A. West, 4 Winslow Street	125
Lyman G. Judd, Jr	103
Satwiksai Seshasai	92
Others	4
Blanks	496

### PRECINCT TEN (4) THREE YEARS

*Michael J. Quinn, 15 Shawnee Road	237
*Susan A. Elberger, 7 Plymouth Street	220
*Donna K. Wren, 75 Hillsdale Road	220
*Mark N. Spengler, 189 Jason Street	236
Others	7
Blanks	512

### PRECINCT ELEVEN (4) THREE YEARS

*Daniel J. Sheehan, 23 Victoria Road	276
*Mary Ellen Bilafer, 59 Cutter Hill Road	269
Others	32
Blanks	915

### PRECINCT TWELVE (4) THREE YEARS

*Gordon A. Jamieson, Jr, 163 Scituate Street	258
*Mona Zeftef, 11 Murray Street	262
*Roland E. Chaput, 74 Grand View Road	289
Others	30
Blanks	753

# TOWN CLERK & ELECTIONS

## PRECINCT THIRTEEN (4) THREE YEARS

*Mary A. Deyst, 26 Upland Road West	226
*John J. Deyst, Jr. 26 Upland Road West	205
*James F. Doherty, 11 Moccasin Path	206
Glen B. McElhoe	171
*Nancy B. Sweeney, 10 Arrowhead Lane	205
Others	12
Blanks	547

## PRECINCT FOURTEEN (4) THREE YEARS

*William F. Gresser, 6 Revere Street	139
*Brendan F. O'Day, 48 Walnut Street	150
*Tracy Gresses, 6 Revere Street	137
Others	29
Blanks	437

## PRECINCT FIFTEEN (4) THREE YEARS

*Janice D. Broadman, 41 Pine Street	208
*Annie LaCourt, 48 Chatham Street	183
*Ronald L. Spangler, 30 Pine Street	202
*Frank J. Ciano, 65 Woodside Lane	218
Bennett W. Craig	169
Others	6
Blanks	570

## PRECINCT SIXTEEN (4) THREE YEARS

*Judith Ann Phelps, 77 Oakland Avenue	208
*Kevin P. Koch, 100 Florence Avenue	192
*Robert C. Cuniff	154
*Donald A. Sandrelli, 75 Florence Avenue	201
*Cheryl L. Hewitt, 175 Park Avenue	162
Others	7
Blanks	508

## PRECINCT SEVENTEEN (4) THREE YEARS

*Ann M. LeRoyer, 12 Pierce Street	68
*M. Sandra Buck, 28 Forest Street	75
*Angela M. Olszewski, 1 Watermill Place, #428	72
*Thomas R. Banks, 65 Brattle Street #1	71
Others	2
Blanks	152

## PRECINCT SEVENTEEN (1) ONE YEAR

(to fill vacancy)	
Others	10

## PRECINCT EIGHTEEN (4) THREE YEARS

*Carolyn M. Parsons, 23 Bewster Road	194
*David E. Hadley, 202 Sylvia Street	197
*William J. Ford, 6 Mayflower Road	209
Others	63
Blanks	501

## PRECINCT NINETEEN (4) THREE YEARS

*Leo F. Doherty, 8 Gay Street	201
*James M. O'Connor, 63 Overlook Road	204
*Brian Patrick Sweeney, 35 Edmund Road	223
*Michelle M. Durocher, 65 Huntington Road	208
Others	31
Blanks	505

## PRECINCT NINETEEN (1) TWO YEARS

No Candidate

## PRECINCT TWENTY (4) THREE YEARS

*Hugh P. McCrory, 36 Argyle Road	113
*Dean E. Carmen, 29 Kilsythe Road	139
*Thomas J. Putnam, 27 Tanager Street	115
*Katherine Norian Loosian, 39 Inverness Road	129
Joseph S. Daly	99
Others	2
Blanks	335

## PRECINCT TWENTY (1) ONE YEAR

Others	43
Blanks	190

## PRECINCT TWENTY-ONE (4) THREE YEARS

*Susan R. Doctrow, 99 Westminster Avenue	132
*Leslie A. Mayer, 131 Crescent Hill Avenue	115
John T. Canaday	87
*Michael P. Malone, 36 Evergreen Lane	89
*Daniel J. Dunn, 58 Alpine Street	146
Others	2
Blanks	361

\*Elected

All used and unused ballots, tally sheets, voting lists and all other records pertaining to the Annual Town Election, properly signed and sealed, were delivered to the Town Clerk to be preserved by her during the time required by law.



# TOWN CLERK & ELECTIONS

## SPECIAL STATE PRIMARY, JANUARY 19, 2010

**Total Ballots Cast – 20,314**

**Democratic - 13,284**

**Republican - 6,845**

**Libertarian - 157**

**Others - 28**

**68% of total number of registered voters - 30,010**

### SENATOR IN CONGRESS

Precinct	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	Total
<b>Democrat</b>																						
Martha Coakley	421	621	639	595	567	687	548	868	608	758	613	833	513	650	715	705	389	565	702	635	652	13,284
<b>Republican</b>																						
Scott P. Brown	175	323	233	237	324	273	229	231	389	325	431	391	576	278	406	371	177	498	369	306	303	6,845
<b>Libertarian</b>																						
Joseph L. Kennedy	3	11	6	13	5	9	7	7	5	6	6	8	5	8	14	7	7	11	7	7	5	157
<b>Others</b>																						
Others	0	2	1	1	3	1	2	2	1	3	1	4	0	1	0	0	2	0	1	2	1	28

## STATE PRIMARY SEPTEMBER 14, 2010

**Total Ballots Cast – 5,086**

**Democratic – 3,919**

**Republican – 1,164**

**17.29% of total number of registered voters 29,421**

### DEMOCRAT

#### GOVERNOR

Precinct	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	Total
Deval L. Patrick	103	164	98	88	93	131	98	211	193	184	172	236	121	148	182	183	86	151	158	145	122	3067

#### LIEUTENANT GOVERNOR

Precinct	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	Total
Timothy P. Murray	106	161	98	89	93	129	100	190	194	178	175	233	130	143	185	185	87	153	166	151	130	3076

#### ATTORNEY GENERAL

Precinct	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	Total
Martha Coakley	110	156	94	98	102	139	104	195	199	174	173	235	128	139	179	189	88	155	173	148	120	3098

#### SECRETARY OF STATE

Precinct	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	Total
William F. Galvin	118	159	98	93	102	127	103	184	196	173	175	230	145	136	184	185	88	162	166	147	127	3098

#### TREASURER

Precinct	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	Total
Steven Grossman	89	139	91	89	73	102	95	197	146	161	139	226	120	137	150	147	72	126	134	138	105	2676
Stephen J. Murphy	37	42	32	17	37	42	24	36	70	44	62	53	44	31	45	56	26	54	63	42	37	894

# TOWN CLERK & ELECTIONS

## AUDITOR

Precinct	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	Total
Suzanne M. Bump	68	103	72	55	49	92	70	160	123	141	106	181	87	115	131	134	60	91	108	114	83	2143
Guy Williams Glodis	25	48	30	17	29	20	32	26	44	28	52	39	36	19	41	26	16	46	37	33	28	672
Mike Lake	33	36	18	35	28	31	16	33	39	39	40	50	38	27	37	48	17	38	54	29	31	717

## REPRESENTATIVE IN CONGRESS

Precinct	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	Total
Edward J. Markey	109	163	105	100	105	138	106	203	196	178	181	236	139	152	186	190	91	158	169	157	126	3188

## COUNCILLOR

Precinct	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	Total
S.R. English-Merullo	67	110	53	54	57	77	49	114	114	101	104	135	86	76	129	117	56	89	124	86	84	1882
Terrence W. Kennedy	46	50	46	29	40	44	47	58	82	54	69	95	50	59	47	56	25	60	50	57	33	1097

## SENATOR IN GENERAL COURT

Precinct	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	Total
Kenneth J. Donnelly	106	159	96	86	96	127	95	190	190	172	173	236	139	129	180	173	85	147	171	146	118	3014

## REPRESENTATIVE IN GENERAL COURT – TWENTY-THIRD MIDDLESEX DISTRICT

Precinct	1	3	5	6	7	8	9	10	11	12	13	15	16	18	19	Total
Sean Garballey	111	112	105	140	106	184	203	183	188	238	154	185	186	168	183	2446

## REPRESENTATIVE IN GENERAL COURT - FIFTEENTH MIDDLESEX DISTRICT

Precinct	14	17	20	21	Total
Jay R. Kaufman	145	91	149	125	510

## REPRESENTATIVE IN GENERAL COURT - TWENTY-FOURTH MIDDLESEX DISTRICT

Precinct	2	4	Total
William Brownsberger	165	99	264

## DISTRICT ATTORNEY

Precinct	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	Total
Gerard T. Leone, Jr	114	158	93	86	94	125	95	167	189	168	177	218	141	124	173	188	85	154	163	140	122	2974

## SHERIFF

Precinct	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	Total
James V. DiPaola	110	145	87	79	89	115	85	146	172	150	167	199	132	118	160	172	79	140	152	133	111	2741

## REPUBLICAN PARTY

### GOVERNOR

Precinct	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	Total
Charles D. Baker	21	33	29	32	46	41	52	35	63	38	69	57	87	50	50	55	28	81	74	41	36	1018

### LIEUTENANT GOVERNOR

Precinct	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	Total
Richard R. Tisei	20	23	25	23	43	39	42	31	53	31	58	50	71	43	46	49	25	68	68	32	33	873



# TOWN CLERK & ELECTIONS

## SECRETARY OF STATE

Precinct	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	Total
William C. Campbell	21	26	28	26	39	42	40	28	50	35	60	50	73	43	40	53	25	63	66	34	33	875

## TREASURER

Precinct	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	Total
Karyn E. Polito	21	23	29	25	38	44	45	28	51	34	63	46	77	40	42	52	26	64	68	30	35	881

## AUDITOR

Precinct	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	Total
Mary Z. Connaughton	20	29	25	29	37	42	45	33	55	37	63	54	78	38	41	52	23	70	65	32	37	905
Kamal Jain	3	6	5	4	7	5	3	2	8	3	5	8	9	5	8	6	5	8	7	5	7	119

## REPRESENTATIVE IN CONGRESS

Precinct	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	Total
Gerry Dembrowski	15	25	22	18	29	24	31	27	32	26	41	38	64	29	43	37	15	42	49	18	30	655
Thomas P. Tierney	9	13	9	14	18	23	17	5	29	15	29	26	24	23	10	23	13	40	25		17	382

## COUNCILLOR

Precinct	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	Total
Paul A. Caruccio	18	20	30	23	36	38	39	25	53	29	58	47	64	36	36	49	27	61	61	30	33	813

## STATE ELECTION NOVEMBER 2, 2010

**Total of Ballots Cast – 20,305**  
**68.98% of total number of registered voters - 29,434**

Precinct	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	Total
Total Ballots Cast	630	959	879	815	883	973	808	1105	1013	1110	1051	1239	1093	908	1114	1059	602	1064	1121	918	961	20305

## GOVERNOR AND LT. GOVERNOR

Precinct	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	Total
*Patrick and Murray	430	615	615	566	549	687	541	847	615	775	608	833	529	635	708	682	388	580	701	598	645	13147
Baker and Tisei	141	258	199	186	252	222	207	210	317	259	367	327	484	217	313	308	164	376	335	247	239	5628
Cahil and Loscocco	36	60	40	38	55	41	33	17	52	47	53	53	59	33	64	49	38	81	63	54	45	1011
Stein and Purcell	16	17	18	18	17	19	21	22	24	21	15	18	12	13	21	13	6	19	13	13	18	354

## ATTORNEY GENERAL

Precinct	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	Total
*Martha Coakley	486	728	689	612	654	755	604	896	758	865	744	970	703	712	817	781	445	713	819	696	748	15195
James P. McKenna	128	213	172	178	213	199	182	175	234	213	286	254	374	182	269	262	132	338	280	201	199	4684

## SECRETARY OF STATE

Precinct	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	Total
*William F. Galvin	492	726	660	613	661	763	609	886	736	860	751	963	711	692	812	759	457	722	819	707	721	15120
William C. Campbell	97	170	150	139	171	157	149	139	212	170	236	215	328	168	229	234	107	288	234	167	178	3938
James D. Henderson	14	24	35	28	16	25	20	20	16	21	16	18	13	18	28	24	13	28	28	17	28	450

# TOWN CLERK & ELECTIONS

## TREASURER

Precinct	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	Total
*Steven Grossman	462	649	630	576	608	707	566	857	666	800	675	878	591	653	719	705	419	622	734	637	685	13839
Karen E. Polito	141	262	199	203	236	225	199	198	294	256	337	313	454	227	342	305	160	393	336	249	235	5564

## AUDITOR

Precinct	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	Total
*Suzanne M. Bump	382	529	523	449	495	559	465	665	536	611	525	684	442	501	566	522	325	465	589	512	542	10887
Mary Z. Connaughton	162	297	212	223	261	268	241	297	344	322	394	398	530	282	384	379	184	460	358	280	282	6558
Nathanael A. Fortune	40	59	79	82	58	71	43	61	48	83	42	73	40	52	85	68	47	49	68	58	63	1269

## REP. IN CONGRESS

Precinct	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	Total
*Edward J. Markey	482	708	684	611	660	740	590	888	709	843	713	925	652	693	790	730	443	670	788	684	735	14738
Gerry Dembrowski	127	223	164	174	201	210	184	187	274	225	303	275	413	191	290	292	142	364	300	208	205	4952

## COUNCILLOR

Precinct	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	Total
Paul A. Caruccio	125	219	186	165	209	201	186	176	270	233	296	292	391	190	277	274	135	331	278	217	196	4847
*Terrence W. Kennedy	390	530	518	494	479	586	479	702	541	636	549	688	435	552	576	571	350	485	612	516	566	11255
Scott C. Crabtree	31	48	45	44	54	41	30	39	46	43	34	48	44	37	53	46	30	65	37	41	52	908
Andrew W. Mostone	15	39	22	32	36	24	14	30	28	25	41	40	72	30	58	28	18	29	61	32	33	707

## SENATOR IN GENERAL COURT

Precinct	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	Total
Kenneth J. Donnelly	490	730	679	617	673	732	598	854	756	835	754	951	736	685	806	743	461	739	845	701	740	15125

## REP. IN GEN/CRT 23RD MIDDLESEX

Precinct	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	Total
Sean Garballey	498	700	709	750	628	867	801	854	807	983	805	860	773	781	878							11694

## REP. IN GEN/CRT 15TH MIDDLESEX

Precinct	14	17	20	21	Total
Jay R. Kaufman	694	456	694	738	2582

## REP. IN GEN/CRT 24TH MIDDLESEX

Precinct	2	4	Total
William Browsberger	725	624	1349
Lalig Musserian	132	98	230

## DISTRICT ATTORNEY

Precinct	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	Total
Gerard T. Leone, Jr	495	745	676	626	670	736	613	843	772	813	776	936	764	677	835	751	451	747	829	711	728	15194

## SHERIFF

Precinct	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	Total
*James V. DiPaola	457	695	637	569	624	684	574	791	687	758	701	851	651	650	755	689	418	689	760	654	681	13975
Michael S. Tranchita	861	134	106	131	123	132	97	124	161	152	177	185	258	119	193	183	88	198	180	131	143	3101



## QUESTION 1: LAW PROPOSED BY INITIATIVE PETITION

Do you approve of a law summarized below, on which no vote was taken by the Senate or the House of Representatives before May 4, 2010?

### SUMMARY

This proposed law would remove the Massachusetts sales tax on alcoholic beverages and alcohol, where the sale of such beverages and alcohol or their importation into the state is already subject to a separate excise tax under state law. The proposed law would take effect on January 1, 2011.

A YES VOTE would remove the state sales tax on alcoholic beverages and alcohol where their sale or importation into the state is subject to an excise tax under state law.

A NO VOTE would make no change in the state sales tax on alcoholic beverages and alcohol.

## QUESTION 2: LAW PROPOSED BY INITIATIVE PETITION

Do you approve of a law summarized below, on which no vote was taken by the Senate or the House of Representatives before May 4, 2010?

### SUMMARY

This proposed law would repeal an existing state law that allows a qualified organization wishing to build government-subsidized housing that includes low- or moderate-income units to apply for a single comprehensive permit from a city or town's zoning board of appeals (ZBA), instead of separate permits from each local agency or official having jurisdiction over any aspect of the proposed housing. The repeal would take effect on January 1, 2011, but would not stop or otherwise affect any proposed housing that had already received both a comprehensive permit and a building permit for at least one unit.

Under the existing law, the ZBA holds a public hearing on the application and considers the recommendations of local agencies and officials. The ZBA may grant a comprehensive permit that may include conditions or requirements concerning the height, site plan, size, shape, or building materials of the housing. Persons aggrieved by the ZBA's decision to grant a permit may appeal it to a court. If the ZBA denies the permit or grants it with conditions or requirements that make the housing uneconomic to build or to operate, the applicant may appeal to the state Housing Appeals Committee (HAC).

After a hearing, if the HAC rules that the ZBA's denial of a comprehensive permit was unreasonable and not consistent with local needs, the HAC orders the ZBA to issue the permit. If the HAC rules that the ZBA's decision issuing a comprehensive permit with conditions or requirements made the housing uneconomic to build or operate and was not consistent with local needs, the HAC orders the ZBA to modify or remove any such condition or requirement so as to make the proposal no longer uneconomic. The HAC cannot order the ZBA to issue any permit that would allow the housing to fall below minimum safety standards or site plan requirements. If the HAC rules that the ZBA's action was consistent with local needs, the HAC must uphold it even if it made the housing uneconomic. The HAC's decision is subject to review in the courts.

A condition or requirement makes housing "uneconomic" if it would prevent a public agency or non-profit organization from building or operating the housing except at a financial loss, or it would prevent a limited dividend organization from building or operating the housing without a reasonable return on its investment.

A ZBA's decision is "consistent with local needs" if it applies requirements that are reasonable in view of the regional need for low- and moderate-income housing and the number of low-income persons in the city or town, as well as the need to protect health and safety, promote better site and building design, and preserve open space, if those requirements are applied as equally as possible to both subsidized and unsubsidized housing. Requirements are considered "consistent with local needs" if more than 10% of the city or town's housing units are low- or moderate-income units or if such units are on sites making up at least 1.5% of the total private land zoned for residential, commercial, or industrial use in the city or town. Requirements are also considered "consistent with local needs" if the application would result, in any one calendar year, in beginning construction of low- or moderate-income housing on sites making up more than 0.3% of the total private land zoned for residential, commercial, or industrial use in the city or town, or on ten acres, whichever is larger.

# TOWN CLERK & ELECTIONS

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The proposed law states that if any of its parts were declared invalid, the other parts would stay in effect.  
A YES VOTE would repeal the state law allowing the issuance of a single comprehensive permit to build housing that includes low- or moderate-income units.

A NO VOTE would make no change in the state law allowing issuance of such a comprehensive permit.

## **QUESTION 3: LAW PROPOSED BY INITIATIVE PETITION**

Do you approve of a law summarized below, on which no vote was taken by the Senate or the House of Representatives before May 4, 2010?

### **SUMMARY**

This proposed law would reduce the state sales and use tax rates (which were 6.25% as of September 2009) to 3% as of January 1, 2011. It would make the same reduction in the rate used to determine the amount to be deposited with the state Commissioner of Revenue by non-resident building contractors as security for the payment of sales and use tax on tangible personal property used in carrying out their contracts.

The proposed law provides that if the 3% rates would not produce enough revenues to satisfy any lawful pledge of sales and use tax revenues in connection with any bond, note, or other contractual obligation, then the rates would instead be reduced to the lowest level allowed by law.

The proposed law would not affect the collection of moneys due the Commonwealth for sales, storage, use or other consumption of tangible personal property or services occurring before January 1, 2011.

The proposed law states that if any of its parts were declared invalid, the other parts would stay in effect.

A YES VOTE would reduce the state sales and use tax rates to 3%.

A NO VOTE would make no change in the state sales and use tax rates.

## **QUESTION 4**

THIS QUESTION IS BINDING

Shall the Board of Selectmen be authorized to grant up to 3 licenses for the sale of all alcoholic beverages not to be drunk on the premises in replacement of up to 3 existing licenses for the sale of wines and malt beverages not to be drunk on the premises?

In the Town of Arlington

## **QUESTION 5**

THIS QUESTION IS NOT BINDING

Shall the state representative from this district be instructed to vote in favor of a non-binding resolution calling on the federal government to support the right of all people, including non-Jewish Palestinian citizens of Israel, to live free from laws that give more rights to people of one religion than another?

23rd Middlesex Representative District



# TOWN DIRECTORY

## TOWN OFFICIALS AND COMMITTEES

as of December 31, 2010

### Elected by Arlington's Citizens

Board of Selectmen	Term
Annie Lacourt, 48 Chatham St	2011
Diane M. Mahon, 23 Howard St.	2011
John W. Hurd, 28 Colonial Dr	2012
Clarissa Rowe, 54 Brantwood Rd	2012
Kevin F. Greeley, Chair, 363 Mystic St	2013

### Moderator

John Leone, 51 Irving St	2013
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### Town Clerk

Corinne M. Rainville, 745 Summer St	2011
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### Town Treasurer

Stephen Gilligan, 77 Falmouth Rd	2011
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### Board of Assessors

Mary Winstanley O'Connor, 781 Concord Tnpk	2011
Kevin P. Feeley, 25 Baker Rd	2012
James F. Doherty, 6 Highland Ave	2013

### School Committee

Joseph Curran, 5 Hodge Rd	2011
Joseph A. Curro, Jr, 21 Millett St	2011
Leba Heigham, 82 Richfield Rd	2011
Cindy Starks, 1 Monanock Rd	2012
Jeffrey Thielman, 37 Coolidge Rd	2012
Kirsi C. Allison-Ampe, 12 Brattle Terrace	2013
Judson L. Pierce, 42 Draper Ave.	2013

### Arlington Housing Authority

Richard B. Murray, Chairman	
Brian J. Connor, Vice-Chairman	
Nicholas Mitropoulos	
Teresa J. Walsh	
Brian Greeley	
Elaine Slavin, Tenant Representative for the	Section
8 Program (Federal Rental Assistance)	Andra Bourque,
Alternate Tenant Representative	

### Appointed by Town Moderator

### Zoning Bylaw Review Committee

Curt Connors
Joey Glushko
John D. Leone
Jim Doherty
Greg Flaherty
Karen Johnson
William Logan
Eric Stange

### Finance Committee\*\*

Name (Precinct)	Term
Gloria Turkall, Executive Secretary	
Paul J. Bayer (6)	2011
Robert A. Jenkins (11)	2011
Peter B. Howard, Secretary (10)	2011
Abigail DuBois (5)	2011
Paul J. McGaffigan (1)	2011
Ryan J. Ferrara (4)	2011
Erin Phelps (16)	2011
Dean Carman (20)	2011
Mary M. Franclemont (9)	2012
Kenneth J. Simmons (12)	2012
Christine P. Dreshler (19)	2012
Richard C. Fanning, Vice Chair (15)	2012
Richard Corredera (21)	2012
Grant Gibson (17)	2012
Allan Tosti, Chair (3)	2012
Charles T. Foskett, Vice Chair (8)	2013
Stephen W. DeCoursey (2)	2013
Joseph M. Connors (7)	2013
John J. Deyst, Jr. (13)	2013
Alan H. Jones (14)	2013
Mary I. Ronan (18)	2013
**Appointed by the Town Moderator, Chairman of the Finance Committee, and the Board of Trust Fund Commissioners.	

### Minuteman Regional High School Committee Representative

Laura Morrisette

### Appointed by the Board of Selectmen

Town Manager	Term
Brian F. Sullivan	2013

### Comptroller

Ruth Lewis	2011
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### Board Administrator

Marie A. Krepelka

### Bicycle Advisory Committee

Ron Sender	2011
Jack W. Johnson	2012
Christopher Tonkin	2012
Stephan Miller	2013
Scott Smith	2013
Doug Greenfield	2014

# TOWN DIRECTORY

## Board of Registrars of Voters

William P. Forristall, Chair	2010
Florence R. McGee	2010
Corinne M. Rainville	2011

## Cultural Council

Suzanne McLeod, Co-Chair	2011
Tom Formicola	2011
Sharon Shaloo, Treasurer	2012
Eliza Burden	2012
Scott Samenfield	2012
Stephanie Marlin-Curiel (Secretary)	2013
Karin Blum	2013
Margaret Barrett	2013
Kurt Fusaris	2013
Anyahlee Suderman Canas, Co-Chair	2013

## Dallin Museum Trustees

Angela Olszewski	2010
Paul McGaffigan	2010
James McGough	2010
Heather Leavell	2011
Sarah Burks	2012
Amy Taberner	2012
Terry Shaoul	2013
Roland Chaput	2013
Geri Tremblay	2013

## Historic District Commissions

Gregory R. Dubell	2010
L. Margaret Kramer	2010
Thomas V. Smurzynski	2010
Martha Penzenik	2010
Margaret Jean Potter	2010
David Levy	2011
Stephen Makowka,	2012
John L. Worden III, Secretary	2012
Beth Cohen	2012
Alexander Frisch	2012
Michael Logan	2012
David Baldwin	2012
Jonathan Nyberg	2012
Carol Greeley, Executive Secretary	

## Transportation Advisory Committee

Scott Smith
Elisabeth Carr-Jones
Howard Muise
Jeff Maxtutis
Jean Clark
Steve Kurland (Chamber of Commerce)
Richard Turcotte
Edward Starr
Officer Corey Rateau (Police)
Michael Rademacher (Public Works)
Laura Wiener (Planning)

## Term

Jack Hurd (Selectmen Liaison)  
*Associate Members (non-voting)*  
 John Lentz  
 Jessica French  
 Jonathan Janik  
 Andrew Machado

## Zoning Board of Appeals

	Term
Pamela Heidell, Associate	2011
Suzanne Rivitaz	2011
Joseph F. Tulimieri, Chair	2012
Eugene Lucarelli	2013

## Appointed by the Town Manager

### Town Manager's Office

Adam Chapdelaine, Deputy Town Manager

### Legal

Julianna Rice, Town Counsel  
 Edward M. Marlenga, Workers' Compensation Agent

### Planning and Community Development

Carol Kowalski, Director

### Community Safety

Frederick Ryan, Chief, Police  
 Robert Jefferson, Chief, Fire

### Libraries

Maryellen Remmert-Loud, Director

### Public Works

John Bean, Director

### Health and Human Services

Christine Connolly, Director

### Information Technology

David Good, Chief Technology Officer

### Personnel/Affirmative Action

Caryn E. Malloy, Director

### Inspectional Services

Michael Byrne, Director

### Council on Aging

John Jope, Executive Secretary

### Veterans' Services

William McCarthy, Veterans Agent

### Health and Human Services

Christine Connolly, Director



# TOWN DIRECTORY

## Weights and Measures

Joseph Carabello, Sealer/Health Compliance Officer

## Recreation

Joseph Connelly, Director

## Appointed by the Town Manager

*subject to the approval of the Board of Selectmen*

## Redevelopment Board

Roland E. Chaput	2010
Edward Tsoi	2010
Andrew West	2011
Bruce Fitzsimmons	2012
Chris Loreti *	2012

\*Appointed by the Governor

## Board of Health

Marie Walsh Condon	2012
Gregory Leonardos	2012
Michael Fitzpatrick, D.M.D.	2013

## Board of Library Trustees

Kathleen Fennelly	2011
Barbara Muldoon	2011
Brigid Kennedy-Pfister	2011
Heather Calvin	2012
Kathryn Gandek-Tighe	2013
Francis Murphy	2013
Joyce H. Radochia	2013

## Park and Recreation Commission

Nancy Campbell	2012
Leslie Mayer	2013
Donald Vitters	2013
James Robillard	2013
Jennifer Rothenberg	2013

## Board of Youth Services

Maryanne Andrew	2011
Robert Bongiorno	2011
Mary DeCoursey	2011
Kevin Flood	2011
Carlene Newell	2011
Lori Talanian	2011
Lynn Horgan	2012
Joan Robbio	2012
Cynthia Sheridan	2012
Donna Dolan	2013
Ann Horgan	2013
Leon Cantor, ex-officio	
Elizabeth Oppedisano, ex-officio	

## Equal Opportunity Advisory Committee

Barbara Boltz  
Augusta Haydock  
Jack Jones  
Adrienne McClure  
Patricia O'Donoghue  
Howard B. Winkler  
Caryn Cove Malloy, ex-officio

## Personnel Board

Cynthia Gallagher	2011
Sheila Rawson	2012
Richard Terry	2013

## Historical Commission

Diane Schaefer	2011
Pamela Meister	2012
Jane Becker	2013
Patrick B. Guthrie	2013
JoAnn Robinson	2013
Eric Stange	2013

## Council on Aging

Mildred M. Hurd	2010
William Carey	2011
Lucilia Prates	2011
Joanne Morel	2011
Ann Fitzgerald	2011
Annette Bender	2012
Harry P. McCabe	2012
Karen Nichols	2012

## Conservation Commission

Catherine Garnett	2011
David White	2011
Ellen Lee Teare Reed	2012
Curtis Connors	2013
Nathaniel Stevens	2013
Charles Tirone	2013
Corinna Beckwith, Conservation Administrator	

## Disability Commission

Barbara Cutler, Ed. D.	2011
Susan James	2011
Barbara Jones	2011
Janice Dallas	2011
Kerrie Fallon	2012
John Bean	2013
D. Heidi Hample	2013
Maureen St. Hilaire	2013

## Open Space Committee

Joey Glushko  
Michele Hassler  
Elizabeth Karpati  
Jane Auger  
Lisa Decker  
Ann LeRoyer, Chair  
David White, Vice Chair  
Teresa DeBenedictis  
Patsy Kraemer  
Leslie Mayer

## Term

2011  
2011  
2012  
2013  
2013  
2013  
2013

## Permanent Town Building Committee

John Cole, Chair  
Robert Jefferson  
Robert A. Juusola  
Michael Boujoulian  
Mark Miano  
Suzanne Robinson  
William Shea  
Jeff Thielman  
Brian F. Sullivan

## Human Rights Commission

Sheri A. Baron  
Marlissa Brigggett  
Christine C. Carney  
Victoria Cohen  
Christine Connolly  
Stacy Davison  
Marlene Shultz  
Jorge Loayza  
A. Nick Minton  
Gary Horowitz  
Nancy Rhoads  
Suzie Talukdar  
William Shea  
Nancy Sweeney  
Capt. Robert Bongiorno  
Patrolman James Smith  
Marilyn Carnell, staff assistant

## Constables

Vincent A. Natale, Jr.  
Richard Boyle  
Ellen Digby

## Term

2011  
2011  
2012

## Various Appointing Authorities

### Capital Planning Committee

Charles T. Foskett, Chair  
Diane Johnson  
Stephen J. Andrew  
Stephen Gilligan  
John A. FitzMaurice  
Adam Chapdelaine  
Ruth Lewis  
Anthony T. Lionetta  
Barbara Thornton

## Vision 2020 Standing Committee

Jane L. Howard, co-chair  
Jo-Martha Glushko, co-chair  
Nancy Barry  
Elizabeth Karpati  
Andrew Fischer  
Bruce Fitzsimmons  
Annie LaCourt  
Paul Bayer  
Joshua Lobel  
Cheryl Miller  
Angela Olszewski  
William Shea  
Heidi Sheehan  
Brian Sullivan  
John Leone  
Kathy Bodie  
Mary A. Harrison  
Cindy Starks  
John Budzyna  
Joe Connelly  
Kaitlyn O'Connell  
Charlotte Milan  
Gail McCormick  
Jacob Friis  
Stephen Ricci  
Gordon Jamieson



# TELEPHONE REFERENCE GUIDE

## TOWN OF ARLINGTON

730 Massachusetts Avenue  
www.arlingtonma.gov

To Reach All Town Offices: 781-316-3000

Office	Extension
Assessors	3050
Cemetery	3276
Clerk	3070
Comptroller	3330
Consumer Affairs	3408
Council on Aging	3400
Council on Alcohol Education	3252
Emergency Management	781-643-4000
Engineering	3320
Fair Housing	3429
Fire (Non-Emergency)	3800
Fire Prevention	3803
Health	3170
Human Rights	3250
Human Services	3250
Information Technology	3340
Inspections	3390
Legal	3150
Libraries	3200
<i>Nights and Weekends</i>	781-316-3200
Fox Library	3198
Parking Clerk	3031
Personnel	3120
Planning & Community Development	3090
Police (Administration)	3900
Police (Non-Emergency) (24 Hour)	781-643-1212
Public Works:	
Administration	3108
Town Yard	3300
<i>Nights and Weekends</i>	781-316-3301
<i>Water/Sewer Nights/Weekends</i>	781-316-3301
Recreation	3880
Redevelopment Board	3090
Registrars of Voters	3070
Sealer of Weights & Measures	3193
Selectmen	3020
Town Manager	3010
Treasurer/Tax Collector	3030
Veterans' Services	3166
Zoning Board of Appeals	3396

## ARLINGTON PUBLIC SCHOOLS

869 Massachusetts Avenue  
arlington.k12.ma.us

To Reach All School Offices: 781-316-3500

Office	Extension
Superintendent of Schools	3501
Chief Financial Officer	3511
Chief Technology Officer	3343
Special Education	3531
English Language Learners	2339
METCO	3566
Athletics	3351
Data Integration for Curriculum, Instruction, and Assessment	3534
Transportation	3503
High School	3593
Ottoson Middle School	3745
Bishop Elementary	3791
Brackett Elementary	3705

**No School Announcements:** Broadcast on WBZ (1030), WEEI (850), and WCVB-TV (Channel 5). Fire Whistle sounds at 6:30 A.M. for No School at Junior and Senior High Schools, at 7:45 A.M. for No School at the Elementary Schools. arlington.k12.ma.us will also post a no school announcement.

# TELEPHONE REFERENCE GUIDE

## State and Federal Legislators

Office	Phone Number
Senator Kenneth J. Donnelly (4th Middlesex District) Room 416-A, State House Boston, MA 02133	617-722-1432
Representative Sean Garballey (23rd Middlesex District) Room 134, State House Boston, MA 02133	617-722-2400
Representative William Brownsberger (26th Middlesex District) Room 437, State House Boston, MA 02133	617-722-2676
Representative Jay Kaufman (15 <sup>th</sup> Middlesex District) Room 156, State House Boston, MA 02133	617-722-2320
Senator John F. Kerry 1 Bowdoin Square 10 <sup>th</sup> Floor Boston, MA 02114	617-565-8519
Representative Edward J. Markey 5 High Street, Suite 101 Medford, MA 02155	781-396-2900

## Other Public Services

Organization	Phone Number
Arlington Advocate	781-643-7900
Arlington Boys and Girls Club	781-648-1617
Arlington Chamber of Commerce	781-643-4600
Arlington Historical Society	781-648-4300
Arlington Housing Authority	781-646-3400
Arlington Senior Center	781-316-3400
NSTAR (Emergency)	1-800-592-2000
Keyspan (Leaks)	1-800-231-5325
Center for Mental Health	781-646-7300
Comcast	1-800-266-2278
Jason Russell House/Smith Museum	781-648-4300
Logan International Airport (Public Info)	617-561-1800
Mass Bay Transit Authority (Route Info)	617-222-3200
Mass Water Resources Authority (24 Hour Emergency)	617-727-5274
Middlesex County Offices	617-494-4000
Minuteman Regional High School	781-861-6500
Post Office (Arlington Center)	781-648-1940
RCN	781-316-8800
Registry of Motor Vehicles	617-351-4500
Skating Rink	781-643-4800
Verizon Cable	800-870-9999
Visiting Nurse and Community Health	781-643-6090
Whittemore-Robbins House	781-316-3260
Youth Consultation Center	781-316-3255



# ARLINGTON INFORMATION

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**Incorporation:** The Town of Arlington was originally settled in 1635 as a village under the name Menotomy. In 1807, the Town and a section of what is now Belmont were set off from Cambridge and incorporated as West Cambridge. In 1867, the Town was renamed to Arlington in honor of the heroes buried at Arlington National Cemetery in Arlington, Virginia.

## Population

1970 (Federal Census)	52,720
1975 (State Census)	50,223
1980 (Federal Census)	48,219
1985 (State Census)	46,465
1990 (Federal Census)	44,630
2000 (Federal Census)	42,389
2005 (American Community Survey by U.S. Census)	41,224
2010 (Federal Census)	42,844

**Location:** Arlington is situated six miles northwest of Boston, in latitude 42 degrees 25 minutes north, longitude 71 degrees 09 minutes west. The Town is bordered on the north by Winchester, on the east by Medford and Somerville, on the south by Cambridge and Belmont, and on the west by Lexington.

**Elevation:** The Town elevation above mean tide ranges from a low of 4 feet to a high of 377 feet. Elevations include 10 feet at Massachusetts Avenue and the Cambridge line, 48 feet at Massachusetts Avenue and Pleasant Street, 155 feet at Massachusetts Avenue and Park Avenue, 281 feet at Crescent Hill Avenue and Park Place, and 377 feet at Park Circle and Eastern Avenue.

**Area:** Arlington covers 3,517.5 acres, or 5.5 square miles, of which 286.2 acres are covered by water. There are 158.27 acres of parkland owned by the Town and 52.25 acres under the control of the Massachusetts Department of Conservation and Recreation. Just over fifty-nine acres of the land area is devoted to cemeteries.

**Form of Government:** The Town of Arlington is governed by the "Town Manager Act of the Town of Arlington, Massachusetts," the "By-Laws of the Town of Arlington," and Massachusetts General Laws Chapter 43A, "Standard Form of Representative Town Meeting Government." The executive branch is made up of a five-member Board of Selectmen elected at large. The Board hires a professional manager to administer the daily operations of the government. The legislative branch is a Town Meeting made up of 252 representatives, elected from each of the twenty-one precincts in Town. Arlington is also a member of the 7th Massachusetts Congressional District, 4th Middlesex State Senatorial District, and the 23rd and 26th Middlesex State Representative Districts.

**Infrastructure:** There are 95.27 miles of public streets and Town ways, 24.36 miles of private streets open for travel, 6.11 miles of state highways and parkways, and 3.24 miles of paper streets. The permanent water system consists of 131.43 miles, and the sewer system consists of 117.37 miles. There are 77.37 miles in the Town's storm drain system, and the Town maintains 3,698 catch basins. There are 104.09 miles of permanent sidewalks and 94 miles of curbing.

**Transportation:** Arlington is bounded on the south by Route 2, a major transportation route allowing access to Boston and the western part of Massachusetts. Arlington is also a short distance from Interstate Routes 93 and 95. Other major routes that go through the Town are Routes 2A and 3. Public transportation is provided through the Massachusetts Bay Transit Authority (MBTA), servicing the Greater Boston area with bus service and a subway system. Closest access to the subway system is through the Alewife Station located just over the Arlington border in Cambridge.

**Education:** The Town of Arlington operates an excellent school system with seven elementary schools, one middle school, and Arlington High School. The elementary schools are: Bishop School, 25 Columbia Road; Brackett School, 66 Eastern Avenue; Dallin School, 185 Florence Avenue; Hardy School, 52 Lake Street; Peirce School, 85 Park Avenue Extension; Stratton School, 180 Mountain Avenue, and Thompson School, 70 North Union Street. The Ottoson Middle School is located at 63 Acton Street. Arlington High School is located at 869 Massachusetts Avenue.

**Additional Information:** Town of Arlington website at [www.arlingtonma.gov](http://www.arlingtonma.gov).









*Mill Lane Culvert Project 2010*







MAY 30 2012



